

**Corso–concorso pubblico, per esami, per la copertura di n. 11 posti di “Istruttore amministrativo” [categoria giuridica C] a tempo pieno e indeterminato.**

## **Prova orale**

### **Traccia n. 1**

1. Il responsabile del procedimento amministrativo: nomina e funzioni
2. La progettazione di servizi e forniture [articolo 23 Codice dei contratti pubblici]
3. Pari opportunità nell’ambito del lavoro pubblico [articoli 7 e 57 decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. A European Green Deal**

I want Europe to strive for more by being the first climate-neutral continent.

The message from Europe’s voters – and those too young to vote – is loud and clear: they want real action on climate change and they want Europe to lead the way.

I have been inspired by the passion, conviction and energy of the millions of our young people making their voice heard on our streets and in our hearts. They are standing up for their future and it is our generational duty to deliver for them.

Becoming the world’s first climate-neutral continent is the greatest challenge and opportunity of our times. It involves taking decisive action now. We will need to invest in innovation and research, redesign our economy and update our industrial policy.

To help us achieve our ambition, I will propose a European Green Deal in my first 100 days in office.

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## **Prova orale**

### **Traccia n. 2**

1. L'avvio del procedimento amministrativo
2. Accesso agli atti e riservatezza nelle procedure di appalto [articolo 53 Codice dei contratti pubblici]
3. Il/La candidato/a illustri i diritti del lavoratore pubblico

#### 4. Just transition

In this transition, we must recognise and respect that we do not all start from the same point. We all share the same ambition but some may need more tailored support than others to get there.

I believe that what is good for our planet must be good for our people, our regions and our economy. We will ensure a just transition for all.

We will support the people and regions most affected through a new Just Transition Fund. This is the European way: we are ambitious and we leave nobody behind.

We also need more education and motivation. To this end, I will propose a European Climate Pact – bringing together regions, local communities, civil society, industry and schools. Together they will design and commit to a set of pledges to bring about a change in behaviour, from the individual to the largest multinational. This will be a key part of the just transition for all.

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## **Prova orale**

### **Traccia n. 3**

1. La conclusione del procedimento amministrativo
2. Il Documento di Gara Unico Europeo (DGUE) [articolo 85 Codice dei contratti pubblici]
3. Il/La candidato/a illustri i doveri del pubblico dipendente

#### **4. More ambitious targets for 2030**

We have to be more ambitious when it comes to our 2030 targets. I want to reduce emissions by at least 50% by 2030. However, to achieve real impact the world has to move together. The EU will lead international negotiations to increase the level of ambition of other major emitters by 2021.

By this date, I commit myself to putting forward a comprehensive plan to increase the European Union’s target for 2030 towards 55% in a responsible way.

This plan will be based on social, economic and environmental impact assessments that ensure a level playing field and stimulate innovation, competitiveness and jobs.

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## **Prova orale**

### **Traccia n. 4**

1. Le fasi della spesa disciplinate dall’articolo 182 del TUEL
2. La cauzione provvisoria [articolo 93 Codice dei contratti pubblici]
3. I reati tipici in cui può incorrere un dipendente pubblico

#### 4. Supporting small business

This starts with strengthening the backbone of our economy: our small and medium-sized enterprises (SMEs).

They represent 99% of all businesses and account for 85% of new jobs created in the last five years. They are our innovators and entrepreneurs. They provide vocational training to our young people. They represent everything that is good in our economy.

We need more young and nimble innovators with breakthrough technologies, like this generation’s tech giants were only a decade ago.

I want to make it easier for small businesses to become large innovators. We must continue developing the growth finance market for the innovative companies of the future.

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## **Prova orale**

### **Traccia n. 5**

1. Le fasi dell'entrata disciplinate dall'articolo 178 del TUEL
2. Il soccorso istruttorio [articolo 83 Codice dei contratti pubblici]
3. La responsabilità del dipendente pubblico: tipologie

#### 4. A Union of equality

A prosperous and social Europe depends on us all. We need equality for all and equality in all of its senses.

This will be one of the major priorities of my Commission and of the implementation of the European Pillar of Social Rights.

In business, politics and society as a whole, we can only reach our full potential if we use all of our talent and diversity. Diverse teams produce better results. Innovation happens when people from different backgrounds and perspectives blend together. With the demographic challenges ahead of us, we cannot afford to leave any potential behind.

There must be the same opportunities for all who share the same aspirations. This is why we will propose new anti-discrimination legislation.

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## **Prova orale**

### **Traccia n. 6**

1. Il piano esecutivo di gestione [PEG]
2. La cauzione definitiva [articolo 103 Codice dei contratti pubblici]
3. L’Ufficio Procedimenti Disciplinari: quadro normativo di riferimento e funzioni

#### 4. A Europe fit for the digital age

I want Europe to strive for more by grasping the opportunities from the digital age within safe and ethical boundaries.

Digital technologies, especially Artificial Intelligence (AI), are transforming the world at an unprecedented speed. They have changed how we communicate, live and work. They have changed our societies and our economies.

The Internet of Things is connecting the world in new ways. After knowledge and people, it is now physical devices and sensors that are linking up with each other. Huge and increasing amounts of data are being collected.

Europe already sets standards in telecoms. It is time to replicate this success and develop joint standards for our 5G networks.

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## **Prova orale**

### **Traccia n. 7**

1. I controlli interni nell'ordinamento comunale
2. I raggruppamenti temporanei di impresa [articolo 48 Codice dei contratti pubblici]
3. Le sanzioni disciplinari: quadro normativo di riferimento, tipologie e procedure

#### 4. Empowering people through education and skills

The best investment in our future is the investment in our people. Skills and education drive Europe's competitiveness and innovation. But Europe is not yet fully ready. I will ensure that we use all the tools and funds at our disposal to redress this balance.

I am fully committed to making the European Education Area a reality by 2025. We need to bring down barriers to learning and improve access to quality education. We need to enable learners to move more easily between education systems in different countries. And we need to change the culture of education towards lifelong learning that enriches us all.

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## **Prova orale**

### **Traccia n. 8**

1. L’annullamento d’ufficio del provvedimento amministrativo
2. La clausola di *stand still period* [articolo 32 Codice dei contratti pubblici]
3. Modalità di assunzione nell’ente locale

#### 4. Free and fair trade

Trade is not an end in itself. It is a means to deliver prosperity at home and to export our values across the world. I will ensure that every new agreement concluded will have a dedicated sustainable-development chapter and the highest standards of climate, environmental and labour protection, with a zero-tolerance policy on child labour.

With the increased wealth that trade generates comes increased responsibility. I will appoint a Chief Trade Enforcement Officer to improve the compliance and enforcement of our trade agreements, and regularly report back to the European Parliament.

Similarly, Europe will always fight for a level playing field and be strong against those who compete by dumping, deregulating or subsidising.

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### **Traccia n. 9**

1. Le dichiarazioni sostitutive di certificazioni e le dichiarazioni sostitutive dell’atto di notorietà [Decreto del Presidente della Repubblica 28 dicembre 2000, n. 445 s.m.i.]
2. Le soglie di rilevanza comunitaria per l’acquisizione di lavori, servizi e forniture [articolo 35 Codice dei contratti pubblici]
3. Piano dei fabbisogni di personale per gli enti pubblici

#### 4. A greater say for Europeans

I want Europeans to build the future of our Union. They should play a leading and active part in setting our priorities and our level of ambition. I want citizens to have their say at a Conference on the Future of Europe, to start in 2020 and run for two years.

The Conference should bring together citizens, including a significant role for young people, civil society and European institutions as equal partners. The Conference should be well prepared with a clear scope and clear objectives, agreed between the Parliament, the Council and the Commission.

I am ready to follow up on what is agreed, including by legislative action if appropriate. I am also open to Treaty change. Should there be a Member of the European Parliament put forward to chair the Conference, I will fully support this idea.

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## **Prova orale**

### **Traccia n. 10**

1. La revoca del provvedimento amministrativo
2. La procedura aperta per l’acquisizione di lavori, servizi e forniture [articolo 60 Codice dei contratti pubblici]
3. Il codice di comportamento dei dipendenti delle pubbliche amministrazioni [articolo 54 decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. Conclusions**

I will work as closely as possible with the European Parliament and the Council. The Political Guidelines I present today, along with the work done by the other institutions, will form the basis for the first ever Multiannual Programme which should be agreed by the three institutions later this year.

I will bring this vision to life from before I take office. On day 1, I will present a gender equal college. Within 100 days, I will put forward a European Green Deal. By next year, Europeans will have their say at a Conference on the Future of Europe. By 2024, 10,000 European Border and Coast Guards should be helping to secure our external borders and every worker should have a fair minimum wage. And by 2050, Europe should be the first climate-neutral continent in the world.

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## **Prova orale**

### **Traccia n. 11**

1. I regolamenti comunali: natura, titolarità e limiti
2. La procedura ristretta per l’acquisizione di lavori, servizi e forniture [articolo 61 Codice dei contratti pubblici]
3. Incompatibilità, cumulo di impieghi e incarichi per i dipendenti pubblici [articolo 53 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. The 2030 Agenda for Sustainable Development**

The 2030 Agenda for Sustainable Development, adopted by all United Nations Member States in 2015, provides a shared blueprint for peace and prosperity for people and the planet, now and into the future. At its heart are the 17 Sustainable Development Goals, which are an urgent call for action by all countries - developed and developing - in a global partnership. They recognize that ending poverty and other deprivations must go hand-in-hand with strategies that improve health and education, reduce inequality, and spur economic growth – all while tackling climate change and working to preserve our oceans and forests.

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### **Traccia n. 12**

1. I diversi pareri che devono essere apposti sugli atti formati dal Comune
2. L’affidamento diretto di lavori, servizi e forniture [articolo 36 Codice dei contratti pubblici]
3. Reati contro la Pubblica Amministrazione: corruzione e concussione [articoli 317 e seguenti c.p.]

#### 4. Preamble

This Agenda is a plan of action for people, planet and prosperity. It also seeks to strengthen universal peace in larger freedom. We recognise that eradicating poverty in all its forms and dimensions, including extreme poverty, is the greatest global challenge and an indispensable requirement for sustainable development. All countries and all stakeholders, acting in collaborative partnership, will implement this plan. We are resolved to free the human race from the tyranny of poverty and want and to heal and secure our planet. We are determined to take the bold and transformative steps which are urgently needed to shift the world onto a sustainable and resilient path. As we embark on this collective journey, we pledge that no one will be left behind.

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### **Traccia n. 13**

1. Le fasi del procedimento amministrativo
2. Criteri di selezione della migliore offerta per l’acquisizione di lavori, servizi e forniture [articolo 95 Codice dei contratti pubblici]
3. L’obbligo di esclusività per i dipendenti pubblici

#### 4. The 17 Sustainable Development Goals

The 17 Sustainable Development Goals and 169 targets which we are announcing today demonstrate the scale and ambition of this new universal Agenda. They seek to build on the Millennium Development Goals and complete what these did not achieve. They seek to realize the human rights of all and to achieve gender equality and the empowerment of all women and girls. They are integrated and indivisible and balance the three dimensions of sustainable development: the economic, social and environmental.

The Goals and targets will stimulate action over the next fifteen years in areas of critical importance for humanity and the planet: people, planet, prosperity, peace, partnership.

The interlinkages and integrated nature of the Sustainable Development Goals are of crucial importance in ensuring that the purpose of the new Agenda is realised. If we realize our ambitions across the full extent of the Agenda, the lives of all will be profoundly improved and our world will be transformed for the better.

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### **Traccia n. 14**

1. Le deliberazioni nell'ordinamento comunale
2. Programma degli acquisti e programmazione dei lavori pubblici [articolo 21 Codice dei contratti pubblici]
3. Il/La candidato/a riassume le prescrizioni in tema di conflitto di interessi, in base a quanto previsto dal “Regolamento recante codice di comportamento dei dipendenti pubblici”.

#### **4. The Sustainable Water and Energy Solutions**

The Sustainable Water and Energy Solutions is a unique partnership to promote Water and Energy Sustainability and other Sustainable Development Goals in support of the implementation of the 2030 Agenda for Sustainable Development.

The objective is to build a global multi-stakeholder partnership and network to enhance capacities, dialogues and cooperation at all levels, for enabling cross-sectoral approaches, advocacy and knowledge management that address Sustainable Development Goals<sup>6</sup> Sustainable Development Goals<sup>7</sup> and interlinkages with other Sustainable Development Goals holistically, in order to accelerate progress towards the 2030 Agenda for Sustainable Development. The intention is to grow this global network over time to become one of the largest global multi-stakeholder-based knowledge networks on energy and water.

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### **Traccia n. 15**

1. I principi che regolano l'organizzazione e l'attività della P.A.
2. Principi per l'aggiudicazione e l'esecuzione di appalti e concessioni [articolo 30 Codice dei contratti pubblici]
3. Organizzazione degli uffici pubblici [articolo 6 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull'ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. Stakeholders**

The importance of participation is emphasized throughout the 2030 Agenda. The Preamble highlights “a spirit of strengthened global solidarity, focused in particular on the needs of the poorest and most vulnerable and with the participation of all countries, all stakeholders and all people.”

The 2030 Agenda recalls how the Sustainable Development Goals are “the result of over two years of intensive public consultation and engagement with civil society and other stakeholders around the world, which paid particular attention to the voices of the poorest and most vulnerable.”

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### **Traccia n. 16**

1. La comunicazione dei motivi ostativi all'accoglimento dell'istanza
2. Clausole sociali del bando di gara e degli avvisi [articolo 50 Codice dei contratti pubblici]
3. Le forme di mobilità del personale della Pubblica Amministrazione [Capo III del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull'ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### 4. Children and youth

Welcome to the United Nations Major Group for Children and Youth. This is your constituency within the Sustainable Development negotiations at the UN if you are under 30 years old. We strive to represent the voice of children and youth around the world.

We are a dynamic international network of young people and organizations bringing about change in the world. We care about the future, the sustainability of our planet and the development of the people on it. We are here as a space for the voices of children and youth globally. At the United Nations and in our local communities, we are changing the way the world works. We are designing the future.

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### **Traccia n. 17**

1. Il Consiglio comunale: composizione, ruolo e funzioni
2. Criteri di selezione degli operatori concorrenti [articolo 83 Codice dei contratti pubblici]
3. Contratti collettivi nazionali e integrativi per i dipendenti pubblici [articolo 40 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### 4. Local Authorities

Accommodating more than half the global population, cities represent both the greatest challenge and the greatest hope for a sustainable future in the 21st Century. The growing urbanization trends, as well as the level of resources consumption in urban areas, confirm cities are the ultimate space for tackling the barriers and exploring the opportunities for effective policies for the sustainable development.

Sustainable urban development policies in cities and regions can contribute to the eradication of extreme poverty, stimulate economic development boost urban creativity, culture and diversity, make public services more accessible, increase social inclusion, promote gender equality, boost civic participation, limit urban sprawl, enhance sustainable consumption and production, and reduce degradation of ecosystems, disaster risks and greenhouse gas emissions.

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### **Traccia n. 18**

1. Le forme associative nell’ordinamento degli Enti locali
2. L’istituto dell’avvalimento [articolo 135 Codice dei contratti pubblici]
3. Reati contro la Pubblica Amministrazione: peculato [articolo 314 c.p.]

#### 4. Farmers

The Farmers Major Group was created to provide an inclusive space for all farmers and peasants from around the world to coordinate positions, statements and overall participation and engagement in UN processes related to sustainable development.

The Farmers Major Group seeks to prioritize participation of peasants, farmers, pastoralists and fishermen that are from the Global South and Least Developed Countries. This particularly includes women, the youth and those who have been historically subjected to racial, ethnic and gender discrimination. It is farmers and peasants who produce the food and agricultural products that the world consumes, and who make significant economic, social and cultural contributions at the local, regional and global levels. As such, the members of the Farmers Major Group must be actively engaged within the UN system to ensure that our voices are heard and respected.

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### **Traccia n. 19**

1. Il diverso ruolo svolto dagli organi politici rispetto agli organi burocratici del Comune
2. Il Responsabile Unico del Procedimento negli appalti e nelle concessioni: ruolo e funzioni [articolo 31 Codice dei contratti pubblici]
3. Reati contro la Pubblica Amministrazione: abuso d’ufficio [articolo 323 c.p.]

#### **4. Water**

Water is critical for sustainable development and the eradication of poverty and hunger, and is indispensable for human development, health and wellbeing. Water-related challenges, including limited access to safe water and sanitation, increasing pressure on water resources and ecosystems, disasters and an exacerbated risk of droughts and floods, have received increasing attention in the global development arena. Water is at the heart of recent milestone agreements such as the 2030 Agenda for Sustainable Development and the 2015 Paris Agreement. The World Economic Forum ranks the water crisis in the top 3 of global risks for the third consecutive year. Failing to respond effectively to these challenges will have devastating global effects.

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### **Traccia n. 20**

1. La motivazione del provvedimento
2. La determinazione a contrarre [articolo 32 Codice dei contratti pubblici]
3. Diritti e prerogative sindacali nei luoghi di lavoro [articolo 42 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### 4. Climate change

For many, a warming climatic system is expected to impact the availability of basic necessities like freshwater, food security, and energy, while efforts to redress climate change, both through adaptation and mitigation, will similarly inform and shape the global development agenda. The links between climate change and sustainable development are strong. Poor and developing countries, particularly least developed countries, will be among those most adversely affected and least able to cope with the anticipated shocks to their social, economic and natural systems.

The international political response to climate change began at the Rio Earth Summit in 1992.

The outcome document of the Rio Conference, the Future We Want, underscores climate change as “an inevitable and urgent global challenge with long-term implications for the sustainable development of all countries”.

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## **Prova orale**

### **Traccia n. 21**

1. Le autonomie locali
2. Offerte anormalmente basse [articolo 97 Codice dei contratti pubblici]
3. Il trattamento economico del dipendente pubblico [articolo 45 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. Gender equality and women's empowerment**

Since its creation 70 years ago, the United Nations has achieved important results in advancing gender equality.

Gender inequalities are still deep-rooted in every society. Women suffer from lack of access to decent work and face occupational segregation and gender wage gaps. In many situations, they are denied access to basic education and health care and are victims of violence and discrimination. They are under-represented in political and economic decision-making processes.

With the aim of better addressing these challenges and to identify a single recognized driver to lead and coordinate United Nations activities on gender equality issues, United Nations Women was established in 2010.

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## **Prova orale**

### **Traccia n. 22**

1. La partecipazione al procedimento amministrativo
2. I motivi di esclusione [articolo 80 Codice dei contratti pubblici]
3. I contratti di lavoro flessibile [articolo 36 del decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### **4. 2020 Perspectives**

COVID-19 has been a tragedy, killing more than half a million people and bringing the economy and life to a standstill in many parts of the world for a long period. Economic growth has slowed down dramatically and poverty is on the rise everywhere.

This crisis has highlighted many of the weaknesses of our socioeconomic structures and of the existing policy frameworks, but it has also demonstrated that governments and other stakeholders are capable of unprecedented and determined action when necessary.

The impact of COVID-19 has varied across the Sustainable Development Goals. While its impact for many prosperity-related SDGs was negative, its impact for many planet-related SDGs has been positive: greenhouse gas emissions declined; air and water quality improved; and a process of regeneration of the nature could be observed in many areas.

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### **Traccia n. 23**

1. Il principio di sussidiarietà
2. Il subappalto [articolo 105 Codice dei contratti pubblici]
3. Lo svolgimento del contratto di lavoro: orario ordinario, straordinario, assenze, part-time [decreto legislativo 30 marzo 2001, n. 165 “Norme generali sull’ordinamento del lavoro alle dipendenze delle amministrazioni pubbliche”]

#### 4. What is the EC's role?

The role of the European Commission is to support and complement the actions of the Member States in order to reduce barriers to mobility, provide the right environment for it, and ensure that information and advice on mobility-related issues is easy to obtain, accurate, and comprehensive.

Member States have been working together on the topic of artists' mobility since 2008 with the Open Method of Coordination (OMC), a light but structured framework of cooperation in the field of culture, facilitating the exchange of good practices and peer-learning.