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## Public Call for Applications

### Course: From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts

The Sergio Arouca National School of Public Health (ENSP), of the Oswaldo Cruz Foundation (Fiocruz), through the Center for Tobacco and Health Studies (CETAB/ENSP/Fiocruz), hereby announces the rules for the selection process of participants for the course “*From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts*”, delivered in distance learning format.

#### 1. OBJECTIVE

1.1 This call aims to select candidates for enrollment in the course *From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts*, which is part of the set of initiatives developed by the Center for Tobacco and Health Studies (CETAB/ENSP/Fiocruz), aimed at disseminating knowledge and strengthening the implementation strategies of **Articles 17 and 18 of the WHO Framework Convention on Tobacco Control (WHO FCTC)**.

#### 2. TARGET AUDIENCE AND ELIGIBILITY REQUIREMENTS

2.1 The course *From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts* is primarily intended for professionals who meet the following criteria:

- Work in governmental institutions of Parties to the World Health Organization Framework Convention on Tobacco Control (WHO FCTC);
- Are engaged in activities related to tobacco control or the implementation of related public policies in sectors such as health, environment, agriculture, rural development, economy, finance, among others;
- Are from low- and middle-income countries (LMICs), according to World Bank classification, in line with the priorities established under the WHO FCTC.

2.2 It is desirable that candidates demonstrate the potential to apply the knowledge acquired during the course in their institutional and professional contexts.

2.3 To apply, candidates must meet the following minimum requirement:

- Have completed secondary education or an equivalent level of education in their country of origin (proof of education must be submitted through the online application form).

2.4 To participate in the course activities, candidates must:

- Be able to dedicate approximately 2 hours per week to the proposed activities;
- Have reliable and stable internet access;
- Be able to use digital devices (such as computers, laptops, tablets, smartphones, or similar) connected to the internet;
- Demonstrate discipline and motivation to engage in distance learning activities.

### **3. COURSE DESCRIPTION**

3.1 The course addresses Articles 17 and 18 of the World Health Organization Framework Convention on Tobacco Control (WHO FCTC), which respectively concern economically viable and sustainable alternatives to tobacco growing, and the protection of human health and the environment from the impacts arising from the tobacco production chain. The course is structured into three modules:

- **Module 1:** WHO Framework Convention on Tobacco Control (WHO FCTC)
- **Module 2:** Environmental Protection and Human Health under the WHO FCTC
- **Module 3:** Economically Viable Alternatives to Tobacco Production

3.2 All proposed activities (study of materials, discussion forums, submission of assignments, among others) will be conducted remotely through the course's virtual platform.

3.3 All course content will be made available exclusively online via the course’s virtual platform.

3.4 Throughout the learning pathway, participants will be supported by a tutor-facilitator, a researcher from the Center for Tobacco and Health Studies (CETAB/ENSP/Fiocruz) and affiliated with the Knowledge Hub on Articles 17 and 18 of the World Health Organization Framework Convention on Tobacco Control (WHO FCTC).

#### **4. FORMAT AND DURATION**

4.1 The course has a total workload of **20 (twenty) hours**, delivered entirely through distance learning via a virtual platform.

4.2 The course will take place from **June 1, 2026 to August 28, 2026**.

#### **5. AVAILABLE PLACES**

5.1 A total of **25 (twenty-five) places** will be offered. Of these, **at least 32% are reserved for affirmative action (reserved places)** and the remaining places for open competition, distributed as follows:

<b>Category</b>	<b>Places</b>
Open Competition	16
Black candidates (Afro-descendants)	5
Persons with disabilities	2
Indigenous peoples	1
Trans persons	1
<b>Total number of places</b>	<b>25</b>

#### **5.2 Affirmative Action Policy (Reserved Places)**

In accordance with the affirmative action policy of Fiocruz, established by Ordinance No. 491/2021, and in line with national principles and guidelines aimed at promoting equity

and social inclusion, this selection process adopts a system of reserved places to expand access for historically underrepresented groups.

A **minimum proportion of places** will be reserved for the following groups:

- **20%** for candidates who self-identify as Black (Afro-descendants);
- **7%** for persons with disabilities (PwD);
- **3%** for Indigenous peoples;

Additionally, in line with Fiocruz's principles of equity and inclusion, a **minimum of 3%** of places will be reserved for candidates who self-identify as trans persons (including transgender individuals).

The remaining places will be allocated to open competition.

In cases where the application of these percentages results in fractional numbers, the following rounding criteria will be applied:

- Fractions equal to or greater than 0.5 will be rounded up to the nearest whole number;
- Fractions lower than 0.5 will be rounded down to the nearest whole number.

### **5.2.1 Application for Reserved Places**

Candidates who wish to apply for reserved places must, at the time of application:

- I – Indicate the corresponding option in the online application form;
- II – Complete and submit the self-declaration forms, in accordance with the templates provided in the Annexes of this call;
- III – Submit supporting documentation required for each category, when applicable.

Failure to provide the required documentation will result in the application not being validated for reserved places, and the candidate will be considered under open competition, when applicable.

## **5.2.2 Verification Procedures**

For the purpose of validating applications for reserved places, candidates must submit self-declaration forms and, where applicable, supporting documentation.

Candidates applying for reserved places may undergo verification procedures, including:

- Racial hetero-identification procedures;
- Biopsychosocial assessment;

depending on the declared category and in accordance with Fiocruz institutional regulations (Annex I of this call).

The procedures, criteria, and required documentation for each category are detailed in Annex I of this call.

## **5.2.3 Classification and Allocation of Places**

Candidates applying for reserved places will simultaneously compete in open competition.

If they are not selected through open competition, they may be allocated to reserved places, according to their ranking within each category.

Reserved places that are not filled within a given category may, when eligible candidates are available, be redistributed among other affirmative action categories, respecting the order of classification.

If there are no eligible candidates in the other affirmative action categories, the remaining places will be allocated to open competition, respecting the final ranking.

## **5.3 General Provisions**

**5.3.1** If the number of applicants exceeds the number of available places, and subject to technical and financial availability, the number of places offered in this call may be increased by up to 50%.

**5.3.2** A waiting list (reserve list) will be established, composed of candidates who are classified but not initially selected. These candidates may be invited in case of withdrawals before the start of the course or if additional places become available.

**5.3.3** Unfilled or remaining places will be allocated to candidates from the waiting list, respecting the final ranking.

**5.3.4** The Selection Committee will have the final authority regarding the allocation and distribution of any remaining places.

## **6. APPLICATIONS**

6.1 Applications will be open from **March 30, 2026 to April 30, 2026**, exclusively online. Applications submitted outside this period will not be accepted.

6.2 To have their application validated, candidates must complete the application form and upload the required documents, including:

- Proof of required education;
- Letter of interest;
- Documentation for affirmative action purposes, when applicable.

6.3 The application form and all required documents must be submitted by **23:59 (Brasília time) on April 30, 2026**.

6.4 To apply, candidates must:

- Access the official application link:  
<https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter>;
- Complete the online application form with accurate and complete information;
- Confirm, in the application form, that they have read and agree with the terms and conditions established in this public call, as well as any amendments or notices published at the same website.

6.5 The Course Coordination will not be responsible for applications or document submissions not received due to technical issues, including but not limited to computer

system failures, communication problems, network congestion, or any other technical factors that may prevent data transmission.

6.6 No application fee will be charged.

## **7. SELECTION PROCESS**

7.1 The selection process will take place from **March 15 to May 26, 2026** and will consist of two stages: eliminatory and classification.

### **7.1.1 Stage 1 – Document Screening (Eliminatory)**

This stage will take place from **March 15 to May 4, 2026**.

Candidates who fail to submit proof of the required level of education and a letter of interest, in accordance with items 2.3 and 6.2 of this Public Call, respectively, will be disqualified.

### **7.1.2 Stage 2 – Classification**

This stage will take place from **May 5 to May 25, 2026**.

Candidates will be ranked based on the following criteria:

#### **Priority Criteria (maximum score: 40 points)**

<b>Criteria</b>	<b>Points</b>
Work in governmental institutions of Parties to the WHO Framework Convention on Tobacco Control (WHO FCTC).	10
Engagement in tobacco control or related public policies (e.g., health, environment, agriculture, rural development, economy, finance).	10

Origin from low- and middle-income countries (LMICs), as classified by the World Bank, in line with WHO FCTC priorities.	20
<b>Maximum score</b>	<b>40</b>

**Letter of Interest Assessment (maximum score: 10 points)**

<b>Criteria</b>	<b>Points (min–max)</b>
<p><b>Relevance to the course theme</b></p> <p>Assesses whether the candidate demonstrates understanding of the topic and whether their professional or institutional activities are related to the course content.</p>	0 - 2
<p><b>Motivation for participation</b></p> <p>Evaluates whether the candidate presents clear and consistent reasons for participating, demonstrating genuine interest in the topic.</p>	0 - 2
<p><b>Experience or professional background</b></p> <p>Considers the candidate’s professional or institutional experience related to the course theme or associated public policies.</p>	0 - 2
<p><b>Potential for application of knowledge</b></p> <p>Assesses how the candidate intends to apply the knowledge acquired in their work, institution, or territory.</p>	0 - 2
<p><b>Institutional or territorial impact</b></p> <p>Evaluates the potential for dissemination or impact of the learning within the candidate’s institution, public policy context, or community.</p>	0 - 2
<b>Maximum score</b>	<b>10</b>

7.2 In the event of a tie in the final score, priority will be given based on the **date and time of application submission**, following chronological order, with preference given to candidates who applied earlier.

7.3 The selection will be conducted by a committee composed of three researchers from the Center for Tobacco and Health Studies (Cetab/ENSP/Fiocruz), including the course coordinator.

7.4 The decision of the Selection Committee will be final, and no appeals will be accepted.

## **8. RESULTS**

8.1 The list of candidates approved in **Stage 1** of the selection process will be published on **May 4, 2026**.

8.2 The list of candidates classified in **Stage 2**, as well as the **reserve list (waiting list)**, will be published on **May 26, 2026**.

8.3 Both lists will be published through the official course channels:

- Campus Virtual:  
<https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter>
- Knowledge Hub on Articles 17 and 18 of the WHO Framework Convention on Tobacco Control (WHO FCTC):  
<https://extranet.who.int/fctcapps/fctcapps/fctc/kh/alternativelivelihoods/online-course-leaf-litter-shaping-planet-beyond-tobaccos>

8.4 No individual information will be provided by telephone or through any other means not specified in this Public Call.

## **9. CERTIFICATION**

9.1 Participants who complete all course activities will receive a digital certificate issued by the Oswaldo Cruz Foundation (Fiocruz).

9.2 The certificate will be made available in digital format, within the timeframe indicated in the course schedule, to participants who meet the course completion requirements.

## **10. PARTICIPANT COMMITMENT**

10.1 By applying to the course, candidates declare that they are aware of the rules established in this Public Call and commit to fulfilling all activities and deadlines.

## **11. FINAL PROVISIONS**

11.1 It is the sole responsibility of the candidate to monitor all announcements and communications related to this selection process through the official course channels and/or via electronic communication sent to the email address provided at the time of application. Official communication with candidates will be conducted exclusively by electronic means.

11.2 The candidate is responsible for any errors or omissions in completing the application form, as well as for the accuracy of the information provided.

11.3 Submission of an application implies full acceptance of all terms and conditions set forth in this Public Call.

11.4 ENSP/Fiocruz reserves the right to correct any material errors in this Public Call or in any publications related to the selection process.

11.5 After selection, access to the course will be provided exclusively through the ENSP/Fiocruz Virtual Campus (<https://campusvirtual.fiocruz.br/portal/>). It is the participant's responsibility to follow the access instructions sent via electronic communication.

11.6 Any cases not covered in this Public Call will be reviewed by the Course Coordination.

11.7 Questions related to this selection process may be sent to the course's institutional email address: **kh.cetab@fiocruz.br**.

11.8 The full schedule, from the publication of this Public Call to the start of the course, is available in **Annex VI** of this document.

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Course: From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts

### **ANNEX I – DOCUMENTATION AND PROCEDURES FOR AFFIRMATIVE ACTION APPLICANTS (RESERVED PLACES)**

Candidates who wish to apply for reserved places under affirmative action must comply with the procedures and submit the documentation described in this Annex.

#### **PERSONS WITH DISABILITIES (PwD)**

Candidates who declare themselves as persons with disabilities (PwD), in accordance with applicable legislation, must, in addition to the documentation required in item 6.2 of this Public Call, submit the **Disability Declaration Form (Annex II)** duly completed and signed through the application form.

To apply for one of the reserved places for persons with disabilities, candidates must, at the time of application:

- a) declare themselves as persons with disabilities by completing the specific form (Annex II);
- b) undergo a **biopsychosocial assessment**, conducted by a multidisciplinary and interdisciplinary committee, which will consider:
  - I. impairments in body functions and structures;
  - II. socio-environmental, psychological, and personal factors;
  - III. limitations in the performance of activities;
  - IV. restrictions in participation.

The committee may request, at any time, a medical report related to the declared disability.

The biopsychosocial assessment will be conducted remotely by a specific committee.

### **BLACK CANDIDATES (Afro-descendants)**

Candidates who self-identify as Black (including those identifying as Black or mixed race), must, in addition to the documentation required in item 6.2, submit the **Self-Declaration Form for Black Candidates (Annex III)** and declare themselves as Black or mixed race, in accordance with the “color or race” classification used by the Brazilian Institute of Geography and Statistics (IBGE).

The self-declaration of candidates applying for reserved places is presumed valid, without prejudice to verification procedures.

Candidates may be interviewed during the selection process by a **racial hetero-identification committee**, in order to ensure the proper implementation of the affirmative action policy.

Racial hetero-identification does not constitute a separate stage of the selection process and is intended solely to confirm the information provided by the candidate at the time of application.

The procedure will be conducted remotely through an interview carried out by a specific committee.

The Specific Committee shall be composed of up to five members, who are public servants, and shall be constituted with consideration for gender, race, and origin, as appointed by Ordinance GD-ENSP No. 002/2021.

The evaluation by the committee will consider:

- a) the signed self-declaration form submitted by the candidate (Annex III);
- b) the candidate’s phenotypic characteristics, as assessed by the committee.

### **INDIGENOUS PEOPLES**

In the case of candidates who self-identify as Indigenous, they must:  
I – submit the mandatory documentation described in subitem 6.2; and

II – complete and submit the Self-Declaration Form for Indigenous Candidates, available in Annex IV, in accordance with the “color or race” classification used by the Brazilian Institute of Geography and Statistics (IBGE).

Candidates may optionally submit additional documentation to support their self-declaration.

## **TRANS PERSONS**

Candidates who self-identify as trans persons (including transgender individuals) must, in addition to the documentation required in item 6.2, submit the **Self-Declaration Form for Trans Persons (Annex V)** through the application form.

The self-declaration is presumed valid, without prejudice to verification procedures.

## **GENERAL PROVISIONS ON VERIFICATION PROCEDURES**

All interviews may be recorded (audio and video) and will be treated as confidential, being accessible only for purposes related to this selection process.

The results of the evaluations conducted by the **Racial Hetero-Identification Committee** and the **Biopsychosocial Assessment Committee** will be published on the date indicated in the schedule, through the official channels.

Candidates whose condition is not validated by the respective committees will be considered under open competition, according to the final ranking.

Failure to attend or participate in verification procedures, when requested, will result in the application not being validated for reserved places, and the candidate will remain in open competition, when applicable.



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**ANNEX II – FORM: PERSONS WITH DISABILITIES (PwD)**

- 1 – Full name:
- 2 – Date of birth:
- 3 – Phone number:
- 4 – Email:
- 5 – ID number:
- 6 – Issuing authority:
- 7 – National ID (CPF or equivalent):

**Type of disability:**

- Physical disability
- Hearing impairment
- Visual impairment
- Intellectual disability
- Autism Spectrum Disorder
- Multiple disabilities

**Description of the disability** (e.g., for visual impairment, specify whether it is blindness, low vision, or monocular vision): \_\_\_\_\_

\_\_\_\_\_

I declare that I wish to apply for reserved places under affirmative action for persons with disabilities, in accordance with the rules established in the selection process for admission to the professional \_\_\_\_\_ qualification \_\_\_\_\_ course

\_\_\_\_\_ offered by ENSP, Oswaldo Cruz Foundation.

I further declare that the information provided in this statement is my sole responsibility, and I am aware that, in the event of false declaration or failure to provide proof of disability, I may be removed from the course and subject to the applicable legal sanctions.

I declare that I agree to the disclosure of my status as an applicant for affirmative action in documents and lists published during the selection process.

**Place and date:** \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_

**Signature:** \_\_\_\_\_



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**ANNEX III – FORM: SELF-DECLARATION FOR BLACK CANDIDATES**

- 1 – Full name:
- 2 – Date of birth:
- 3 – Phone number:
- 4 – Email:
- 5 – ID number:
- 6 – Issuing authority:
- 7 – National ID (CPF or equivalent):

I, \_\_\_\_\_, hereby declare that I identify as Black and wish to apply for reserved places under affirmative action for Black candidates, in accordance with the rules established in the selection process for admission to the professional \_\_\_\_\_ qualification \_\_\_\_\_ course

\_\_\_\_\_, offered by ENSP, Oswaldo Cruz Foundation.

I further declare that the information provided herein is my sole responsibility, and I am aware that, in the event of false declaration, I may be removed from the course and subject to the applicable legal sanctions.

I agree to the disclosure of my status as an applicant for affirmative action in documents and lists published during the selection process.

**Place and date:** \_\_\_\_\_, \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Signature:** \_\_\_\_\_



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**ANNEX IV – FORM: SELF-DECLARATION FOR INDIGENOUS CANDIDATES**

- 1 – Full name:
- 2 – Date of birth:
- 3 – Phone number:
- 4 – Email:
- 5 – ID number:
- 6 – Issuing authority:
- 7 – National ID (CPF or equivalent):

I hereby declare that I identify as Indigenous and wish to apply for reserved places under affirmative action, in accordance with the rules established in the selection process for admission to the professional qualification course \_\_\_\_\_, offered by ENSP, Oswaldo Cruz Foundation.

I further declare that the information provided in this statement is my sole responsibility, and I am aware that, in the event of false declaration, I may be removed from the selection process and subject to the applicable legal sanctions.

I agree to the disclosure of my status as an applicant for affirmative action in documents and lists published during the selection process.

**Place and date:** \_\_\_\_\_, \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Signature:** \_\_\_\_\_



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Course: From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts

**ANNEX V – FORM: SELF-DECLARATION FOR TRANS PERSONS**

- 1 – Full name:
- 2 – Date of birth:
- 3 – Phone number:
- 4 – Email:
- 5 – ID number:
- 6 – Issuing authority:
- 7 – National ID (CPF or equivalent):

I declare that I wish to apply for reserved places under affirmative action for trans persons, in accordance with the rules established in the selection process for admission to the professional qualification \_\_\_\_\_ course

\_\_\_\_\_, offered by ENSP, Oswaldo Cruz Foundation.

I further declare that the information provided in this statement is my sole responsibility, and I am aware that, in the event of false declaration, at any time, I may be denied enrollment or, if already enrolled, may lose my place at any time, in addition to being subject to the applicable legal penalties.

I agree to the disclosure of my status as an applicant for affirmative action in documents and lists published during the selection process.

**Statement of self-identification (required):**

*Please briefly describe the reasons why you identify as a trans person.*

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**Place and date:** \_\_\_\_\_, \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Signature:** \_\_\_\_\_



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Course: From Leaf to Litter: Shaping a Planet Beyond Tobacco's Impacts

### ANNEX VI – SCHEDULE

PROCESS STAGES	DATES
Publication of the Public Call on the Fiocruz Virtual Campus platform and on the website of the Knowledge Hub on Articles 17 and 18 of the WHO Framework Convention on Tobacco Control (WHO FCTC)	March 30, 2026
Application period (submission of documents via the online form on the Virtual Campus platform)	March 30 to April 30, 2026
<b>Stage 1: Document Screening</b>	March 15 to May 4, 2026
Publication of Stage 1 results (document screening) – Virtual Campus platform and Knowledge Hub website	May 4, 2026
Scheduling of interviews for candidates applying for affirmative action places.	05/05/2026
Interviews with candidates applying for affirmative action places, conducted by the Racial Hetero-Identification Committee or the Biopsychosocial Assessment Committee	To be defined
Publication of interview results – Virtual Campus platform: <a href="https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter">[https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter]</a> and Knowledge Hub website: <a href="https://extranet.who.int/fctcapps/fctcapps/fctc/kh/alternativelivelihoods/online-course-leaf-litter-shaping-planet-beyond-tobaccos">[https://extranet.who.int/fctcapps/fctcapps/fctc/kh/alternativelivelihoods/online-course-leaf-litter-shaping-planet-beyond-tobaccos]</a> .	May 19, 2026
<b>Stage 2: Classification</b>	May 5 to May 25, 2026
Publication of final results (list of selected candidates and waiting list) – Virtual Campus platform:	May 26, 2026

<a href="https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter">[https://cursosqualificacao.campusvirtual.fiocruz.br/hotsite/from-leaf-to-litter]</a> and Knowledge Hub website: <a href="https://extranet.who.int/fctcapps/fctcapps/fctc/kh/alternativelivelihoods/online-course-leaf-litter-shaping-planet-beyond-tobaccos">[https://extranet.who.int/fctcapps/fctcapps/fctc/kh/alternativelivelihoods/online-course-leaf-litter-shaping-planet-beyond-tobaccos]</a> .	
Course start date	June 1, 2026
Course end date	August 28, 2026