

## Revised HR Strategy and Action Plan for researchers for purposes of implementing the principles of the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers, and recommendations on Open, Transparent and Merit-based recruitment practices (OTM-R) for the period 2018-2020

Actions addressing the implementation of European Charter for Researchers and Code of Conduct for the Recruitment of Researchers:

<b>Title action</b>	<b>Timing (at least by year's quarter/semester)</b>	<b>Responsible Unit</b>	<b>Indicator(s) / Target(s)</b>
<i>Internal training on back-up strategy</i>	<i>Spring 2018</i>	<i>IT specialist</i>	<i>Increased awareness of the current back-up strategy. Indicator – number of persons trained.</i>
<i>Continuing internal trainings on issues related with acquiring scientific grants and publishing research results in prestigious journals</i>	<i>Few times a year</i>	<i>Deputy Director of the Institute</i>	<i>Increasing number of articles submitted to prestigious journals, increasing number of research grants. Indicator – number of trainings and number of articles published and grants received.</i>
<i>Continuing making the publications of researchers employed in IRWiR available online</i>	<i>On regular basis</i>	<i>Individual researchers and Research Projects Desk</i>	<i>Increasing number of publications available online. Indicator – number and percent of publications available online.</i>
<i>Internal training on protection of personal data</i>	<i>June 2018 (taking into account reform of EU data protection rules in May 2018) and June 2020</i>	<i>IT specialist</i>	<i>Increased awareness of the issues connected with protection of personal data. Indicator – number of researchers trained.</i>
<i>Training on Intellectual Property Rights and legal methods of dissemination of results</i>	<i>Autumn 2018</i>	<i>Director of the Institute</i>	<i>Increased awareness of the issues connected with Intellectual Property Rights. Indicator – number of researchers trained.</i>
<i>Internal training on the contents of the Charter &amp; Code and on OTM-R Policy</i>	<i>Spring 2019</i>	<i>Research Projects Desk</i>	<i>Increased awareness of the contents of the Charter &amp; Code and on OTM-R Policy. Indicator – number of researchers trained.</i>
<i>Introducing new online reporting system for researchers to reduce the burdensome bureaucracy for</i>	<i>By the end of 2018</i>	<i>Deputy Director of the Institute</i>	<i>Less bureaucratic work for researchers, more easy reporting. Indicator – date of launching the system.</i>

<i>researchers</i>			
<i>Cooperation with external bodies to enable our researchers to participate in transferrable skills training</i>	<i>On regular basis</i>	<i>Deputy Director of the Institute, Research Projects Desk</i>	<i>More trainings available for scientist from the Institute. Indicator – number of trainings.</i>

Grey filed – action continued

White field – new action

Actions addressing the implementation of Open, Transparent, Merit-Based Recruitment principles:

<b>Title action</b>	<b>Timing (at least by year's quarter/semester)</b>	<b>Responsible Unit</b>	<b>Indicator(s) / Target(s)</b>
<i>Review on regulations on recruitment of research staff in line with EC guidelines on OTM-R</i>	<i>Spring 2018</i>	<i>Committee responsible for implementing the Code and the Charter, HR specialist</i>	
<i>Creating and publishing of OTM-R policy online (in Polish and in English)</i>	<i>Autumn 2018</i>	<i>HR specialist, Research Projects Desk</i>	<i>Weblink to OTM-R policy</i>
<i>Internal training on the contents of the Charter &amp; Code and on OTM-R Policy – see the table above</i>	<i>see the table above</i>	<i>see the table above</i>	<i>see the table above</i>
<i>Trainings on OTM-R policy for members of selection committees</i>	<i>Autumn 2018</i>	<i>HR specialist</i>	<i>Percent of members of selection committees trained</i>
<i>Introducing annual reports on recruitment (statistics about candidates and recruitment committees)</i>	<i>January 2019</i>	<i>HR specialist, Research Projects Desk</i>	<i>These reports will enable monitoring whether OTM-R delivers on its objectives</i>