

“A Human Resources Strategy for Researchers incorporating the Charter and Code”

3. Action plan

On the basis of the internal analysis and discussions, the Institute has decided to take the following actions:

| Area | Planned action | Body responsible | Timeline |
|---|--|---------------------------------|-----------------|
| Contractual and legal obligations | Workshop on IPR, additional records in the contract of work | Board of Directors, HR unit | June 2014 |
| Good practice in research | Prepare instructions for securing and storing computer data | IT | June 2014 |
| Good practice in research | Purchase and installation of computer external hard discs for data backup | Team Leaders, IT | ongoing |
| Dissemination, exploitation of results | Workshop on commercialisation | Board of Directors | December 2016 |
| Public engagement | Enhance outreach activities | Board of Directors | December 2015 |
| Non-discrimination | Search for funds that allow to adapt the entrance to the Institute for disabled people | Board of Directors | December 2016 |
| Recruitment | Records on career development prospects | HR unit | ongoing |
| Transparency | Prepare the procedure of giving feedback about the strengths and weaknesses of the applications to the candidates who were not appointed | HR unit, Scientific Secretariat | December 2014 |
| Career development | Prepare a professional career development strategy for researchers at all stages of their careers | HR unit | December 2014 |
| Intellectual Property Rights | Updating regulations governing benefits from results of intellectual work created at the Institute | Board of Directors | June 2014 |