

Action Plan – Guidelines for Action for 2027–2029

No.	Action	Responsible	When	Indicator
1.	Analyze researchers' salaries regarding gender and age to check for any discrimination	Human Resources and Payroll Department	January each year for the previous year	Analysis and report
2.	Examine the effectiveness of OTMiR procedures and analyze previous actions, including conclusions from surveys and interviews with researchers	Science and Technology Transfer Department and Human Resources and Payroll Department	12.2028	Analysis and report
3.	Conduct a satisfaction survey among researchers	Science and Technology Transfer Department and Human Resources and Payroll Department	08.2028	Analysis and report
4.	Assess the effectiveness of scientific activity regarding participation in scientific and research projects	Science and Technology Transfer Department	03.2028 for 2027, 03.2029 for 2028, 03.2030 for 2029	Analysis and report
5.	Raise awareness among researchers regarding data protection and cybersecurity regulations	Data Protection Officer	Ongoing task	Number of training sessions
6.	Review researchers' job descriptions and conduct a comparative analysis with employee surveys and interviews	Science and Technology Transfer Department and Human Resources and Payroll Department	12.2028	Analysis and report
7.	Analyze and compare the processes of periodic evaluation based on Director's Order No. 8/2022 with the scientific and technical staff evaluation based on the Order 85/2018 regarding scientific achievements and promotion procedures	Science and Technology Transfer Department and Human Resources and Payroll Department	12.2028	Analysis and report
8.	External audit of researchers'	Science and Technology	2027, 2029	Analysis and report

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	achievements before the next evaluation of scientific activities quality	Transfer Department		
9.	Review all procedures regarding researchers in light of the newly approved scientific and clinical strategy	Science and Technology Transfer Department and Human Resources and Payroll Department	After introduction of the strategy for following years	Recommendations regarding procedural changes
12.	Develop the Omega PSIR system and repository of staff publications available in open access	Library, Science and Technology Transfer Department	Continuous process	Number of entered publications and scientific achievements data; number of new modules/features launched annually; number of IMC staff publications available under Creative Commons license per year
14.	Improve working conditions for researchers through the construction of a new building (part of the ongoing scientific and clinical strategy for IMC 2025 and beyond) and purchase of new research equipment	Deputy Technical and Administrative Director Division	Continuous process	Realization of the project of new building according to schedule; number and value of new research equipment
15.	Participation of researchers in specialist trainings, scientific conferences, and HR courses	Human Resources and Payroll Department	Continuous process	Number of researchers participating in trainings
16.	Strengthen researchers' awareness of career paths and development within the Institute through central communication	PR Department, Science and Technology Transfer Department, Human Resources and Payroll Department, Library	Continuous process	Number and content of communications for researchers
17.	Implementing objectives and actions from the Gender Equality Plan	Science and Technology Transfer Department, Human Resources and Payroll Department	Ongoing task - according to Gender Equality Plan	Gender Equality Plan currently in force at IMC – degree of Action Plan implementation

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18.	Digitize travel request applications	Human Resources and Payroll Department	01.2027	Implementation of electronic workflow module for travel requests
19.	Scientific staff development through increasing the number of employed researchers – approximately 3 recruitments annually, performed in accordance with OTMR procedure	Human Resources and Payroll Department	Ongoing task	Number of employed researchers
20.	Analyze and update, if necessary, the Institute's Employee Ethics Code with regard to researchers	HR Excellence in Research Commission	12.2028	Report and possible update of the Code
21.	Monitor complaints and disciplinary proceedings regarding research and development activities of researchers	Science and Technology Transfer Department, Human Resources and Payroll Department, HR Excellence in Research Commission	12.2027, 12.2029	Report
22.	Co-financing of publication costs in prestigious scientific journals	Science and Technology Transfer Department	Ongoing task	Annual number of co-financed publications