

# HR STRATEGY FOR RESEARCHERS

**ACTION PLAN 2021 - 2023**

October 2020

**Centre for Research in Agricultural Genomics  
CSIC-IRTA-UAB-UB**



# Action Plan for the Implementation of Human Resources Policies in Accord with the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers

October 2020

## CRAG HRS4R Plan of Action 2021-2023

	Actions	C&C Principle	Responsible Unit	Timeframe	Indicators/Targets
<b>I. Ethical and professional aspects (1-11)</b>					
1	Enhance awareness and training activities for general and CRAG-specific policies on ethics and good scientific practices (seminars, workshops and distribution of information).	2, 3, 4, 5, 6, 7	Ombudsperson and Communication and Open Science (C&OS); Directorship	Q1 2021 to Q4 2023. <i>Ongoing and continuous activity.</i>	List and number of activities implemented by Q4 2023.
2	Enhance the Outreach and Knowledge Diffusion program at CRAG.	9	C&OS	Q1 2021 to Q4 2023. <i>Ongoing and continuous activity.</i>	List of new activities implemented in the period.
3	Enhance Open Science awareness at CRAG (through training, seminars, round tables, etc.) and develop an institutional strategy for FAIR Data.	8, 9	C&OS	Q2 2021 to Q4 2023. <i>Ongoing and continuous activity.</i>	List of activities implemented in the period. FAIR Data plan developed.
<b>II. Recruitment (12-21)</b>					
4	Develop and implement the recruitment procedures for the MSCA COFUND CRAG 2021-2026 international postdoctoral program (AGenT) following OTM-R principles and MSCA guidelines ( <a href="http://www.cofund-agent.eu">www.cofund-agent.eu</a> ).	12, 13, 14, 15, 16, 17, 18, 19, 20, 21	Projects and International Affairs (P&IA); Human Resources (HR); Directorship	Q4 2020 - Q2 2021	AGenT recruitment process implemented
5	Develop a standard mechanism for suggestions or complaints applicable to all CRAG Personnel Selection Processes, following OTM-R principles and CRAG recruitment policy and guidelines.	13, 15	HR and P&IA	Q1 2022	Mechanism established. Number of suggestions / complaints by Q4 2023.
6	Training of CRAG Group Leaders and Senior Researchers in interviewing skills, following OTM-R principles and CRAG recruitment policy and guidelines. Support enhanced awareness of CRAG recruitment policies.	16-21	HR and P&IA	Q1 2022	Awareness and training actions implemented.
<b>III. Working conditions and social security (22-35)</b>					
7	Conduct a Work Climate Survey	23, 24	HR and General Manager	Q1-Q2 2021	Survey conducted

8	Implement a yearly revision and update of the CRAG Welcome Manual incorporating additional information or policies as appropriate.	1- 40	C&OS and All Administration Offices and Technical Services	Q4 2020 and yearly afterwards (Q4 2021, 2022, 2023)	Yearly revisions completed
9	Development of the "Women in Science" (WiS) 2021-2024 CRAG Plan of Action	24, 27	WiS Committee; Directorship	Q1 2021	Plan approved by Directorship
10	Implementation of the "Women in Science" (WiS) 2021-2024 CRAG Plan of Action	24, 27	WiS Committee, HR	Q2 2021 to Q4 2023. <i>Continuous activity.</i>	Complete at least 75% of actions initially programmed in the WiS Plan for the 2021-2023 period
11	Further facilitate the integration of foreign researchers in the CRAG community: complete the translation of all relevant documents, forms and procedures, including administrative and technical, to English.	23	All Administration Offices and Technical Services	Q1 2022	Translation program completed
12	Further facilitate integration of foreign researchers in the CRAG community: develop a new CRAG intranet fully in English.	23	Information Technology Services (ITS) and other Administration Offices and Technical Services	Q4 2022	New intranet in English developed and implemented
13	Implement the use of individual Career Development Plans (CDP) as established in the MSCA programs and in particular in the MSCA COFUND CRAG 2021-2026 international postdoctoral program (AGenT). Initiate the progressive expansion of the use of CDPs for all postdoctoral researchers at CRAG, irrespective of their funding source.	28	P&IA, HR	Q3 2021 <i>and continuous afterwards</i>	CDPs for all MSCA Postdoctoral Fellows
14	Implementation of the program for mentoring Postdoctoral Fellows as planned in the MSCA COFUND AGenT program. Consider the progressive expansion of this mentoring program to all Postdoctoral Fellows.	36-38	P&IA, Directorship	Q4 2021 <i>and continuous afterwards</i>	Mentoring program implemented
<b>IV. Training (36-40)</b>					
15	Implement an internal online mechanism to request and evaluate training actions.	28, 36, 38, 39	HR, IT, Bioinformatics Unit	Q4 2021	Website or internal tool for training actions

16	Enhanced training for career advance for PhD students and Postdoctoral Fellows, and development of the Training Program of the AGenT COFUND program ( <i>e.g.</i> , workshop on "Career Development", training in public speaking and scientific presentations, job placement, preparation of CVs, interviewee skills). Increase frequency of training offerings.	30	HR, P&IA, C&OS	Q2 2021 to Q4 2023. <i>Continuous activity.</i>	List and number of training activities offered. Number of participants.
17	Develop an annual program of activities targeted to Early Career Researchers and specifically addressing last year PhD students and Postdoctoral Fellows, to provide different perspectives of the professional career ( <i>e.g.</i> , seminars, debates and round tables with professionals from industry, technology transfer, scientific management, journalism).	30	C&OS, P&IA, KTT, HR	Q3 2021 to Q4 2023. <i>Continuous activity.</i>	List and number of activities offered.
18	Develop and implement an awareness and training program in Knowledge and Technology Transfer.	31, 38, 39	KTT, HR	Q4 2021 to Q4 2023. <i>Continuous activity.</i>	List and number of training activities offered. Number of participants.
19	Enhanced training activities for Researchers (Group Leaders and senior Postdoctoral Fellows), and development of the Training Program of the AGenT COFUND program ( <i>e.g.</i> , training on leadership, training on mentoring).	36-38	P&IA, HR	Q3 2021 to Q4 2023. <i>Continuous activity.</i>	List and number of training activities offered. Number of participants.
20	Consider the development of internship opportunities for CRAG PhD students and/or Postdoctoral Fellows in the Offices of Communications & Open Science, Projects & International Affairs and/or Knowledge & Technology Transfer, in order to provide new transferable and transversal skills and experience.	38, 39	C&OS, P&IA, KTT, HR	Q1-Q2 2022 <i>and ongoing afterwards</i>	Plan developed. Number of internships offered.