

EURAXESS

Process Description

Case number

2023RO86582

Name Organisation under review

National Institute of Research and Development for Technical Physics

Organisation's contact details

b-dul Mangeron nr. 47, Iasi, 700050, Romania

Date endorsement charter and code

29/03/2023

Process

The HRS4R process must engage all management departments directly or indirectly responsible for researchers' HR-issues. These will typically include the Vice-Rector for Research, the Head of Personnel, and other administrative staff members. In addition, the HRS4R strategy must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4 , as well as appoint a Committee overseeing the process and a Working Group responsible for implementing the process.

Please provide the name, the position and the management line/ department of the persons who are directly or indirectly engaged in the HRS4R process in your organisation:

Name	Position	Steering Committee	Working Group	Management line/ Department
Gabriel ABABEI	Scientific Secretary/ R3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Management / MDM (Magnetic Materials and Devices)
Horia CHIRIAC	President of the Scientific Council / Laboratory Leader/ R4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Management / MDM

Name	Position	Steering Committee	Working Group	Management line/ Department
Adriana SAVIN	Laboratory Leader/R3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Management / NDE (Non Destructive Evaluation)
Firuta BORZA	Innovation Manager/ Chair of Ethics Committee /R4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	MDM
Mihaela GRIGORAS	Researcher/ R2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	MDM
Daniel GHERCA	Researcher/ R1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	MDM
Dumitru-Daniel HEREA	Researcher/ R3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	MDM
Andreea BORHAN	Legal Advisor/ HR Officer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	HR Office / Administration

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4 (<https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors>), as well as appoint a Committee overseeing the process and a Working Group responsible for the implementation of the HRS4R process.

Provide information on how the researchers groups were involved in the GAP-analysis:

Stakeholder group	Consultation format	Contributions
Researchers from NIRDTP Iasi – all levels	Being an institute with a relatively low number of research staff, most of the researchers (approx. 80 %) have been consulted for the identification of the strong and weak points at the level of the Institute. Data collection was carried out in July, 2023 on the occasion of the periodical meetings that are taking place previous to the negotiation of the Collective Employment Contract.	Researchers highlighted the weak points of HR management included in GAP analysis. The purpose of the survey/consultation was to investigate the opinions of the research staff, irrespective of their level, regarding the current policies that are in place at the institutional level for the research career in comparison to the principles of the Charter and the European Code of Researchers recommended in the strategic approach to the research career. For each chapter, specific consultation was based on the 40 principles integrated in the Charter and Code following specific objectives such as: 1. Identification of respondents' perceptions regarding the recruitment and selection as well as promotion process carried out at the institute level; 2. Evaluation of the research staff's perceptions of the working conditions offered within the institute; 3. Identification of the perceptions about the current training and professional development measures offered to researchers, regardless of their career level; 4. Identification of the respondents' perspective on the policies regarding the adherence of ethical principles in the research activity. The analysis of the answers led to the assessment of the compliance of the current practice at the institutional level with the principles of the European Charter for Researchers and of the Code of Conduct for the recruitment of researchers, being used in the elaboration of the GAP analysis and in defining the measures to be implemented in the Action Plan.

Stakeholder group	Consultation format	Contributions
The Steering Committee and the Working Group for the preparation of the application for obtaining the HR Excellence in Research certificate from the European Commission	Periodic meetings of the Working group throughout the preparation of the documentation; Periodic information of the Steering Committee and the Scientific Council;	The Working Group and the Steering Committee group have been formed following the consultation/ proposition of the Scientific Council and approved by the General Director. The consultation of the scientific community of the institute took place in July, 2023 with input of the Heads of laboratories. Analysis of results of consultation, drafting and completion of the GAP analysis, OTM-R, and the definition of the measures to be taken in the Action Plan have followed a sequential order from the end of July, 2023 until March 2024. An extension of the deadline for submitting the documentation was requested due to a health problem of the HRS4R administrator, which is actually the responsible person for the process development. The extension has been granted, until May 29, 2024. The extra two months were used for the analysis of the concordance between the elaborated documents and their final corrections and for uploading the information on the EURAXESS portal.

Please describe how the Committee overseeing the process was appointed and how it worked (meetings, decisions, etc.):

The Steering Committee was proposed and voted by the members of the Scientific Council of NIRDTP Iasi and was agreed by the General Director of the institute. The Steering Committee consists of: Scientific Secretary (R3), President of the Scientific Council (R4) and Head of MDM department, The Head of NDE Laboratory (R2), and the Innovation Manager (R4) as well as two (2) representatives of the R1-R2 researchers. The balance between researchers' representatives (5 from MDM department / 1 from NDE laboratory) of the two laboratories in NIRDTP Iasi reflects the difference between number of researchers (26 from MDM department / 4 from NDE laboratory)

The Steering Committee analyzed each material developed by the Working Group (consisting of one R4 and one R3 researchers and the HR representative) and the validation was carried out in informal working meetings of the Scientific Council.

The process has been initiated by the working group proposed by the Scientific Council and agreed by the General Director. The consultation of the stakeholders has been done in the periodic meetings of the staff representatives with the institute researchers in July 2023 (80% of research staff has attended this meeting) by open discussions regarding the perspective in the research career, in compliance with the accepted principles of the European Charter of researchers and the Code of Conduct for the recruitment of researchers.

Subsequently, the Working Group and the Steering Committee carried out the following activities: (i) Compilation of the results of the survey regarding the implementation of the principles of the Charter and the European Code of Researchers; (ii) Formulation of the GAP analysis; (iii) Formulation of OTM-R review documentation on current procedures and practices; (iv) Implementation and completion of the Action Plan;

The development of the GAP analysis was carried out based on the analysis of the survey, which identified the aspects that need to be improved in order to be aligned to the European Charter and Code for Researchers.

Based on the strengths and weaknesses identified following the Gap Analysis the Action Plan was thought to follow 3 main directions (i) Ethical and professional aspects, (ii) Recruitment and career development with aim of (iii) Increasing the institute visibility and excellence in research. Apart from the gaps identified, measures are proposed so that to improve practices which, although they are already implemented, needs more attention with respect to the fact that the newly employed researchers to become acquainted with ethical and professional aspects professional responsibility and attitude, good practice in research, research ethics, dissemination and valorization of results in compliance with the standards regarding professional ethics and the protection of IPI, etc.), as well as to the means of professional development (career progression, the importance of training, etc.).

The documentation has been analysed and agreed upon by the Steering Committee and brought to the attention of the Scientific Council which comprises members from the research staff from both laboratories (including the heads of laboratories) and the General Director.

Also, the working group proposed that, during implementation, periodic internal revisions of the HRS4R strategy should take place, taking into account potential issues that may impede the implementation of the Action Plan or updates that will lead to the compliance with the Charter regulations at the European level. This will be certainly be facilitated by the adoption of the new Law on the status of research, development and innovation personnel, adopted already by the Romanian Parliament, which will come soon into force, which complies with the provisions of the C&C principles and the OTM-R policy.

Please describe how the Working Group doing the Gap Analysis was appointed:

The appointment of the Working Group was voted by the members of the Scientific Council and approved by the General Director. The Working Group involved the two representatives of the research staff of the institute (Firuta BORZA - R4 and Daniel HEREA – R3), which have been voted by the staff according to the Law no. 367/2022 on social dialogue which stipulates that, "in the case of employers with at least 10 employees and no trade union, their rights and interests may be defended and promoted by their representatives, elected by the vote of at least half plus one of the total number of workers in that company" which are representing the staff of the institute in relation to the top management, and the HR officer.

The GAP analysis was carried out on the basis of the outcomes from the consultation of the scientific community regarding the equivalence of the principles set out by the Charter and the European Code for Researchers, in conjunction with The Strategic Plan for Institutional Development (2022-2026) of the National Institute of Research and Development for Technical Physics, Iasi, Romania, the internal procedures and the applicable national legislation.