

## ACTION PLAN - 2016

No. 1	The area of the Charter and the Code that require actions	Substantive description of planned actions	Organizational unit of the University which is responsible for the implementation of actions	Duration of implementation		
				Short period (up to 1 year)	Average period (1-3 years)	Long period (more than 3 years)
<b>CORRECTIVE ACTIONS</b>						
26	Working conditions and social security	Development and implementation of remuneration regulations and the legislation concerning the system of wage motivation	Human Resources Management Department		May 2018	
30	Working conditions and social security	Extending tasks of the Careers Office in order to provide career counselling for PhD students and young researchers and also implementation of a system to disseminate information about career counselling	Careers Office	May 2017		
33	Working conditions and social security	Verification and alignment of rules commissioning didactic classes in terms of taking into account the time spent on the training of early stage researchers	Educational Department		May 2018	
		Updating regulations of PhD studies	Educational Department		May 2018	
		Development of a code of good practice of supervisors and scientific tutors	The team appointed by the Rector, Department on Strategy of the University		December 2017	
		Reinforcement of the element of providing research supervision in the evaluation of academic staff	The team appointed by the Rector, Human Resources Management Department		May 2018	
<b>SELF-IMPROVEMENT ACTIONS<sup>2</sup></b>						
2	Ethical and professional aspects	Publishing of a set of national guidelines about ethical issues in the area of Higher	Department on Strategy of the University	June 2016		

<sup>1</sup> Task number from the table of internal analysis.

<sup>2</sup> Additional actions, resulting from the analysis of the documents and the actual state at the University, which were not shown by respondents in the survey.

		Education on the Wroclaw University of Science and Technology website				
4	Ethical and professional aspects	Development and implementation of the process of informing employees and PhD students about ongoing projects, grants, etc. through the Internet	Project Management Department	May 2017		
		Including the provision of access for young scientists and PhD students to laboratories and research equipment in the existing regulations.	Center for Scientific and Technical Information, Legal Office		October 2017	
5	Ethical and professional aspects	Development of an action plan regarding the extension of cooperation with the Regional Focal Point for Research Programmes of the European Union in order to support researchers of Wroclaw University of Science and Technology	Project Management Department	May 2017		
7	Ethical and professional aspects	Development and implementation of new Work Regulations	Human Resources Management Department	October 2016		
23	Working conditions and social security					
25	Working conditions and social security					
7	Ethical and professional aspects	Development of good practices and providing technical solutions for research data protection	Deputy Chancellor for IT		October 2017	
		Development of the Information Security Policy	Information Security Administrator, Deputy Chancellor for IT			October 2019
7	Ethical and professional aspects	Updating the regulations on occupational health and safety	Health and Safety Department	May 2017		
23	Working conditions and social security	Conducting occupational risk assessment for missing work posts and updating the documentation of occupational risk assessment	Health and Safety Department			May 2019
7	Ethical and professional aspects	The amendment of documentation concerning the processing of personal data in Wroclaw University of Science and Technology and also the introduction of uniform rules for the handling of	Information Security Administrator			May 2019

		proprietary information as confidential on the basis of agreements with third parties				
11	Recruitment and assessment	Linking the system of employee assessment with the training policy and continuing professional development	The team appointed by the Rector, Human Resources Management Department		May 2018	
13	Recruitment and assessment	Updating internal regulations on recruitment	The team appointed by the Rector, Human Resources Management Department		October 2017	
15	Recruitment and assessment	Development of university-wide procedures in the area of informing candidates about the strengths and weaknesses of their applications				
16	Recruitment and assessment	Dissemination of good practices for the use of different criteria regarding achievements and scientific output in the recruitment process				
29	Working conditions and social security	The creation of legislation regarding the recognition of the value of mobility in the process of evaluation and recruitment				
34	Working conditions and social security	Appointment of a mediator at the University	Rector	May 2017		
38	Trainings	Extending the thematic scope of trainings and courses for researchers	Human Resources Management Department			October 2019
39	Trainings	Development and implementation of procedures in the area of organizing and promoting trainings of research staff	Human Resources Management Department		May 2018	

Within the framework of the developed Action Plan a schedule of actions (Appendix 4) was also prepared

