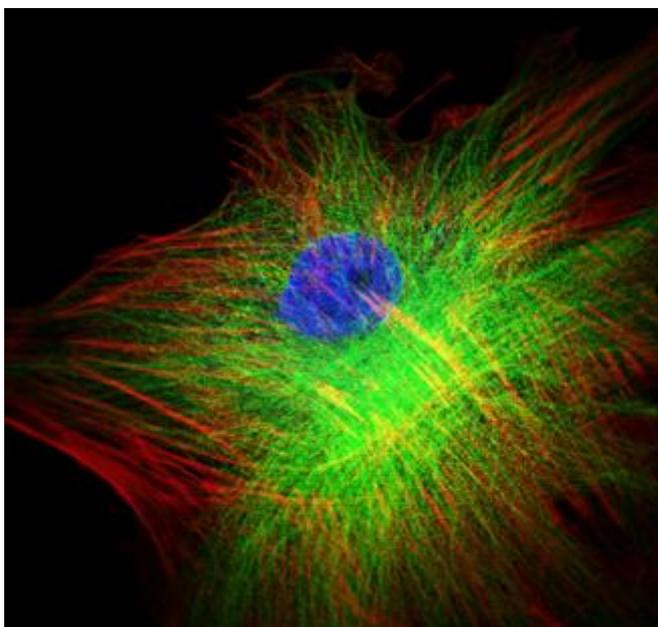




**HUMAN RESOURCES STRATEGY
FOR RESEARCHERS
(HRS4R)**

ACTION PLAN 2017-2020

November 2016



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Executive Summary

The Center of Regenerative Medicine in Barcelona (CMR[B]) is an international research institute created on July 15, 2004, thanks to an agreement between the Health Department of the Catalanian Government and the Carlos III Health Institute (ISCIII) of the Ministry of Science and Innovation.

The overarching mission of the CMR[B] is to conduct fundamental research of excellence for advancing the clinical translation of strategies of regenerative medicine based of pluripotent stem cells.

The general activity of the CMR[B] is oriented towards the research of excellence in regenerative medicine, with the ultimate goal of bringing research results to patients. Specific research activities at the CMR[B] have been chosen to prioritize unmet medical needs, with specific disease/organ targets as focus. Current targets being addressed include: i) heart failure; ii) neurodegenerative diseases; iii) non-malignant hematological diseases; and iv) age-related macular degeneration. In order to facilitate the clinical translation of regenerative medicine strategies, the CMR[B] relies on laboratories of basic and applied research, and hosts the Catalan node of the National Stem Cell Bank, all of which are supported by highly specialized technical platforms integrated in the CMR[B] Core Facility.

CMR[B] is located within the Biomedical Research Park of Barcelona (PRBB), which hosts seven independent research organisations. The seven centres located in the park conduct science of excellence in a wide diversity of fields, with a critical mass of 1,400 people hailing from 54 different countries, an accumulated R&D budget of approximately 80 M€ per year and cutting-edge scientific equipment. This allows us to explore, in a unique building, the most relevant questions in life sciences and biomedicine today, from the molecular up to the population perspective. The physical connection of the PRBB with the Hospital de Mar next door also provides an excellent insight into clinical reality.

CMR[B] is committed to the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. In 2014, CMR[B] signed the Declaration of Commitment and is considered as a Euraxess Network member. With HR Strategy for Researchers CMR[B] wants to keep sustaining the best framework and environment for research excellence, maintaining and improving it by adopting international best practices and high-quality standards.

HR Vision

CMR[B] recognizes that the researchers from all areas and levels, together with the support staff are essential contributors and the key players for the science success at national and international level. CMR[B] wants to promote a challenging work environment where equal opportunities, ethics & integrity, work-life balance, career prospects and the best work conditions are met.

HR Strategic Objectives 2017-2020

- Promote and enhance recruitment policies to attract top talent and train the next generation of scientists
- Provide a positive work environment that builds on the principles of equal opportunities and work-life balance
- Deliver the best services with high quality to all the CMR[B] staff and stakeholders.
- Provide and support the career development inside the Organization and outside, guiding the researchers for their next professional step.

Gap Analysis

The opinion of the CMRB staff in relation to evaluate the degree of current compliance with the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers has been channeled through two mechanisms:

- Open Survey: based on the template provided by the EC, about the 40 aspects of the Charter & Code. The survey was answered by 23 people within CMRB, for a participation of 57.5% of CMRB staff.
- Working group: A working group of 5 people, representing all the professional categories, was designated to evaluate the results from the survey.

The 40 principles of the Charter & Code can be divided within four dimensions. After the Gap Analysis, we considered the following aspects that need to be improved within the HR Action Plan 2017-2020:

- Ethical and professional aspects: contractual and legal obligations; dissemination, exploitation of results; non discrimination aspects; evaluation/appraisal systems.
- Recruitment: clarify our process for recruitment selection.
- Working conditions and social security: gap in the acknowledgment or working conditions, establishment of a career development, and the value of mobility.
- Training: gap in access to research training and continuous development.

Action Plan

The actions proposed in the Action Plan have been defined in an **inclusive and open process involving an internal Working Group with representatives from all research professional categories, areas and roles.**

This action plan is committed to the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers and the actions proposed will take place during 2017 to 2020. After this period the action plan will be reviewed by an Internal Committee which will carry out the Self-Assessment audit, and CMR[B] will adjust if necessary the action plan, and propose new actions for the subsequent two-year period. Every 4 years an external impartially and independent evaluation will be done in order to ensure that the HRS4R logo could be used as a proof of CMR[B] HR practices.

ACTION PLAN 2017 - 2020				
I. Ethical and professional aspects				
Action	Principle	Responsible	Timeframe	Indicator
1. Creation of a welcome package that will detail these items to all present and incoming employees	5. Contractual and legal obligations	CEO	Q2-2017	Documentation & Dissemination
2. Prepare a plan on goals for dissemination and outreach	8. Dissemination, exploitation of results	CEO and Dissemination/Outreach Task Force	Q4-2017	Documentation & Dissemination
3. Prepare a Equality Plan	10. Non discrimination	CEO and Gender Equality Work Group	Q2-2017	Documentation & Dissemination
4. Create and implement an annual performance and development appraisal system for Phd students and postdocs to monitor their progress, with the participation of SAB members and external advisors for evaluation of Group Leaders and the Institution.	11. Evaluation/appraisal systems	Executive Committee	Q3-2018	Calendar & Evaluation report
II. Recruitment				
Action	Principle	Responsible	Timeframe	Indicator
1. Design, develop and publish the guidelines in regards to personnel selection process and feedback from such selection process, including Euraxess job opening	12. Recruitment 14. Selection	CEO/ HR Task Force	Q2-2018	Documentation & Dissemination

III. Working conditions and social security				
Action	Principle	Responsible	Timeframe	Indicator
1. Implement the Equality Plan	24. Working conditions	CEO and Gender Equality Work Group	Q2-2017	Documentation & Dissemination
2. Develop and prepare a document to provide written guidelines in regards to Scientific Development within the different research careers	28. Career development	CEO/Director/HR Task Force	Q4-2018	Documentation & Dissemination
3. Develop some points of the guidelines in the Scientific Development addressed the mobility issue	29. Value of mobility	CEO/Director/HR Task Force	Q4-2018	Documentation & Dissemination

IV. Training				
Action	Principle	Responsible	Timeframe	Indicator
1. To create an Annual Training Plan which includes planning and visibility of the training actions in complementary skills for all staff and specific actions for researchers, technical support and administration staff.	39. Access to research training and continuous development	HR Task Force/Managing Director	Q2-2017	Documentation: Annual Training Plan