



'Sharing experience to better implement  
the Human Resources Strategy for Researchers'

## CONSENSUS report form

(to be filled by the lead assessor)



### APPLICATION

for the 'HR excellence in research' award submitted by:

.....1-INS New Chemical Syntheses Institute ...

Based on the assessment of the gap analysis and action plan your institution submitted, the 3 independent assessors came to the following conclusions (including strengths and weaknesses of your application):

#### Gap Analysis:

##### *Strengths*

- + *The institution presents a well written document.*
- + *a Gap analysis was conducted, with some indication on national regulations and internal practices are provided*
- + *A survey was conducted on the extent of fulfilment of all 40 principles of the C&C. 132 researchers were polled, with 80 responding (60% response ratio).*

##### *Weaknesses*

- **Endorsement of the top hierarchy** is not visible for carrying out the process (only the result is approved on the last page)
- **Additional details on the level of researchers** involved in gap analysis and on **survey results in terms of respondents' profiles** would help understand how their input was taken into account in defining the action plan.
- **More details on the methodology** that was established to carry out the Gap analysis would help (how the Working group worked together, how choices of action were made, number of meetings? How the information was shared in the Working group? Validation process of proposed actions?)

*These weaknesses should be addressed in the revised application.*

#### Institutional HR Strategy for Researchers / Action Plan

##### *Strengths*

- + *An action plan is presented with Gantt chart, precise target dates and indication of department involved in carrying it the actions.*

##### *Weaknesses*

- **Actions** being presented would benefit from being **more specific** (the plan comprises only 11 short-term actions, all within a year's time) and from **including mid-, and long-term actions** (over 3-4 years) that clearly relate to gaps observed in the gap analysis. Including **milestones, indicators** and a more **precise monitoring plan** would also help greatly.

## **Publication**

*2 assessors could not find the Strategy nor the action plan published on the web. One assessor found it with this link: <http://www.ins.pulawy.pl/index.php/en/about-the-institute/home/418-13092016a> but with difficulty (lost in the past new).*

*=> please post all English-language documents relating to their HRS4R on a visible area of the institutional website (home page or in relation to HR or Research)*

Your application has been filed as (please indicate):

**O      ACCEPTED**

Your application meets the criteria and the 'HR award' is granted. The assessors might have commented on the application asking for future focus on a particular aspect/criterion if appropriate, so please refer to the comments given above.

**x      ACCEPTED pending minor alterations**

Your application broadly meets the criteria but the assessors have some concerns/questions about specific areas/criteria. Please reflect about the feed-back given above update the documentation before resubmitting; till then the 'HR award' is put on hold.

**O      DECLINED pending (major) revision**

Your application does not meet the criteria and the 'HR award' is put on hold until the next submission deadline so your organisation can make the appropriate changes and resubmit an application taking into account the comments of the 3 assessors (as above).