Human Resources Excellence in Research 2023-2025.
Action Plan

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IMIBIC
INSTITUTO MAIMÓNIDES DE
INVESTIGACIÓN BIOMÉDICA
DE CÓRDOBA

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1. ACTION PLAN 2023-2025

1.1 Introduction

IMIBIC adhered to the strategy of 'Excellence in Human Resources Research' by first committing and endorsing the Charter and Code Principles in 2015. The **new Human Resources Excellence in Research 2016-2021 Strategy and Plan**, as well as the **Policy for Open, Transparent and Merit-based Recruitment of Researchers,** were published in 2016, corresponding to the period of IMIBIC's overall strategy for the same period. IMIBIC obtained the HRS4R award in September 2017.

In October 2019, an interim self-evaluation was carried out, including a report to the European Commission about the progress, status of indicators, as well as strengths and weaknesses of the current practices, to be evaluated by external experts. As a result of the self-evaluation, an updated Action Plan 2020-2022 was published.

In the **beginning of 2020**, the European Commission provided the feedback of the external experts concerning the results of the HRS4R Strategy, corresponding to the first two years since obtaining the HR Excellence in Research award. The evaluation congratulated "IMIBIC on their effective HRS4R implementation, their full commitment and their monitoring efforts during the implementation phase".

In 2023 we will face the external evaluation carried out by the European Commission for the renewal of the "HR Excellence in Research" recognition. This will involve the presentation of a new self-assessment and the **2023-2025 Action Plan**, as well as hosting the visit of three European evaluators who will assess the implementation carried out so far and the future actions to be implemented.

1.2 Actions, responsibilities, and indicators

The follow up of the institutional HRS4R Strategy and Action **Plan 2023-2025** falls within the responsibilities of the Human Resources Unit and ultimately the General Manager. At the operational level, the implementation of all activities related to the HRS4R falling under the different Sub Action Plans are the responsibility of the corresponding management area.

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ACTION	RESPONSIBLE UNIT	TIMING	INDICATOR(S)
Action 1. Dissemination of the Code of Responsible Practices and Integrity in Research of IMIBIC at the moment of recruitment of researchers in order to protect integrity of research and avoid misuse of data.	Training Unit, Quality Assurance Unit	Q1 2023 – Q4 2025	Nr. of training actions
Action 13. Implementation of the 2nd Gender equality Plan 2022-2026	Communication and RRI Unit, Human Resources Unit	Q1 2023 – Q4 2025	% of implementation of Gender Equality Plan % of women applicants
Action 14. Carry out training / informative sessions about funding opportunities for pre and post-doctoral stays and fellowships on national and international level.	Research Management Unit, Training Unit	Q1 2023 – Q4 2025	Nr. of sessions or trainings
Action 17. Implementation of IMIBIC Training Plan 2021-2025 and Internacional Plan 2021-2025: - Disseminating and fostering a culture of acquisition of new knowledge by promoting training stays, creating an institutional framework that fosters mobility of researchers and other staff. - Favour researchers' mobility to facilitate their training at internationally renowned centres, increasing the internationalisation of the institution.	Training Unit, International Unit	Q1 2023 – Q4 2025	Nr. of stays and mobility actions of researchers (incoming) Nr. of stays and mobility actions of researchers (outgoing)
Action 20. Implementation of IMIBIC Innovation Plan 2021-2025: - Organising horizontal training actions on patent management.	Training Unit, Innovation Unit	Q1 2023 – Q4 2025	Training actions boost innovation and traslation of results

ACTION	RESPONSIBLE UNIT	TIMING	INDICATOR(S)
Action 23. Implementation of IMIBIC Talent attraction and professional development Plan 2021-2025: - Define the figure of the Mentor and ensure its implementation.	IMIBIC Scientific Direction, Training Unit, Human Resources Unit	Q1 2023 – Q4 2025	N° of new staff in training that have been assigned a mentor
Action 26. Constant update and improvement of the HRS4R Strategy and its quality assurance systems.	All Units	Q1 2023 – Q4 2025	Prepare the external audit to obtain ISCIII reaccreditation in 2026.
Action 31. Develop an effective system to follow up and gain feedback from IMIBIC staff regarding the HRS4R.	Quality Unit	Q1 2023 – Q4 2025	Improved rate of participation in surveys or other feedback activities
Action 33. Regularly update of the Internal laboral regulation.	HR Unit	Q1 2023 – Q4 2025	Revised yearly
Action 40. Establish regular revision of "Code of Responsible Practices and Integrity in Research".	IMIBIC scientific Direction	Q1 2023 – Q4 2025	Revised every 2 years

ACTION	RESPONSIBLE UNIT	TIMING	INDICATOR(S)
Action 41. Develop and carry out new activities targeted to patients/society at large.	Communication and CSR Unit	Q1 2023 – Q4 2025	Nr of patients participating in clinical studies Nr of joint initiatives with patient associations that promote research Development of a protocol for dissemination of results to society that integrates ethical aspects
Action 43. Consolidate an Open Science Policy.	Scientific Direction, Corporate development Unit	Q1 2023 – Q4 2025	Policy ready and communicated to all staff
Action 45. Renew the accreditation the Andalusian Agency for Healthcare Quality (ACSA).	Training Unit	Q1 2023 – Q4 2025	Pass the follow-up audit
Action 46. Re-accreditation of the Management Unit and UCAIBs in ISO 9001.	All Units	Q1 2023 – Q4 2025	Pass the follow-up audit
Action 47. Analyze the training needs of the research staff periodically and design a training program.	Training Unit	Q1 2023 – Q4 2025	% of training actions carried out on proposed topics over training actions requested in the training needs detection survey

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1.3   Implementation timeframe

Action	Indicator	Target	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2025
1	Nr. of training actions	1									
13	% of implementation of Gender Equality Plan	≥ 75%									
	% of women applicants	40% - 60%									
14	Nr. of sessions or trainings	2									
17	Nr. of stays and mobility actions of researchers (incoming)	20									
	Nr. of stays and mobility actions of researchers (outgoing)	10									
20	Nr. of training actions on patent management	2									
23	% of new staff in training that have been assigned a mentor	100%									
26	Prepare the external audit to obtain ISCIII reaccreditation in 2026	YES									
31	Improved rate of participation in surveys or other feedback activities	≥65 (media)									
33	Revised yearly	YES									
40	Revised every 2 years	YES									
41	Nr. of patients participating in clinical studies	≥7000									

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	Nr. of joint initiatives with patient associations that promote research	≥50									
	Development of a protocol for dissemination of results to society that integrates ethical aspects	YES									
43	Policy ready and communicated to all staff	YES									
45	Pass the follow-up audit	YES									
46	Pass the follow-up audit	YES									
47	% of training actions carried out on proposed topics over training actions requested in the training needs detection survey.	≥60%									

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Junta de Andalucía