

HRS4R Uninsubria Gantt Chart

Type of Action	Description/ related gap	Quarters	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
COMMUNICATION ACTIONS: internal communication to promote current practices; translation of Italian documents into English, in order to maximize international attractiveness and access										
Action n. 2	Promotion of Integrity and Ethics policies, culture and procedures							R.U. Communication Service		
Action n. 7	Communication Plan to increase the effectiveness and visibility of permanent and future initiatives and services for potential, new and senior researchers (“Onboarding”, “Welcome” and “Career Path”)						R.U. Communication Service			
Action n. 8	Coordination of collection of Public engagement initiatives and improvement of their visibility	R.U. Quality Assurance Support Office								
Action n. 11	Promotion of institutional figures, confidential and informal assistance, services and procedures dealing with complaints/appeals	R.U. Communication Service								
FORMALIZATION ACTIONS: formalization of existing practices that have not yet been formally transcribed and implemented										
Action n. 3	Drawing up of administrative guidelines for planning and managing research funded projects	R.U. Research Office								
Action n. 4	Mapping of information, tools and services dedicated to reserchers' mobility: "Onboarding" measures	R.U. Research Office								
Action n. 5	Mapping of information, tools and services dedicated to reserchers' mobility: "Welcome" measures	R.U. Training and Research Area								
Action n. 6	Mapping of information, tools and services dedicated to reserchers' mobility and career development: "Career Path" measures	R.U. HR Service								
DEVELOPMENT ACTIONS: development or introduction of new internal rules, services, practices, procedures										
Action n. 1	Regulatory revision of Code of Ethics and Code of Conduct; new composition of Ethical Commission integrated with Research Ethical Experts	R.U. General Affairs Office								
Action n. 9	Definition of a Policy on Open Transparent and Merit-based Recruitment (with English version).	R.U. HR Service								
Action n. 10	Definition of a Personal Career Development Plan PCDP jointly drawn by Supervisors and PhD researchers	R.U. Doctoral School								

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Action n. 12	Scientific facilities optimisation	R.U. Research and Internazionalitation Service						
Action n. 13	Definition of a Policy of valorisation of the effort of researchers involved in externally funded projects (financial benefit and/or additional fundings)	R.U. Research Office						
Action n. 14	Definition of a training plan for researchers and feasibility study on appropriate methodology		R.U. Research Office					
Action n. 15	Implementation of participation of R2 on AIQUA-R Departmental Committee for the Quality of Research	R.U. Quality Assurance Support Office						
Action n. 16	Formalization of opportunity to access to residencility facilities for PhDs and post-doc researchers and promotion for all researchers	R.U. Training and Research Area						
Action n. 17	Gender Balance measures	R.U. General Affairs Office						
Action n. 18	OTM-R training for selection committees' members					R.U. HR Service		
OTM-R Ad hoc Actions								
Action n. 19	Extension of e-platform PICA to R3-R4 recruitment procedures	R.U. ICT Service						
Action n. 20	Management of OTM-R Quality System	R.U. Informatic and Documental System Office						