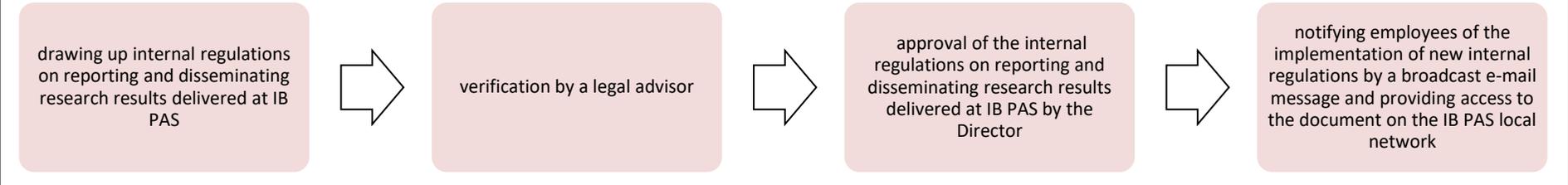


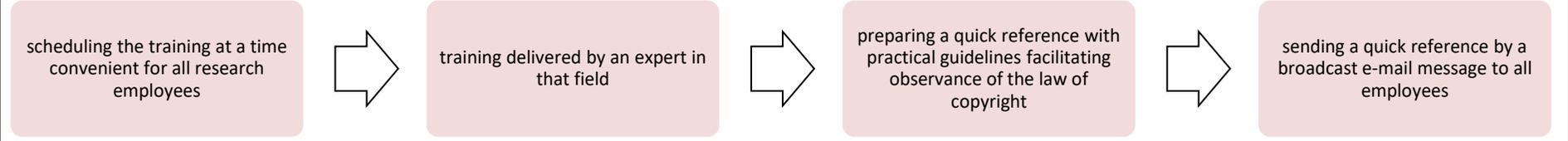
Corrective action plan at IB PAS (2019–2026)

Legend: ○ – action planned on the basis of survey results ● – action planned on the basis of document analysis

Field of action	Research environment (13.2 ○, 23 ●)	
Action		Who/When
II	<p>Training for research staff and PhD students in the operation of modern research equipment and software</p> <p><i>The training organised by IB PAS will extend employees knowledge on the technical capabilities of the research equipment, what will translate into more efficient use of the laboratory facilities as well as increase research productivity. The training will also be used to promote the idea of being up-to-date with the latest technical innovations and new products that can be applied in conducting research in a given field.</i></p>	<p>Vice Director for Research</p> <p>December 2020</p> <p>COMPLETED</p>
<pre> graph LR A[identification of the training needs and defining the scope of training] --> B[negotiation with professional training providers specializing in a given technical equipment] B --> C[scheduling training sessions at a time convenient for employees and PhD students] C --> D[conducting training courses by a professional training provider] </pre>		
Field of action	Contractual and legal obligations (5 ●)	
Action		Who/When
XII	<p>Implementation of the rules on reporting and disseminating research results delivered at IB PAS</p> <p><i>Drawing up and instructing employees on the rules applicable to reporting and disseminating research results that will ensure proper recording (archiving) of the research data and settle the issue of disseminating research results.</i></p>	<p>Vice Director for Research</p> <p>December 2019</p> <p>IN PROGRESS</p>

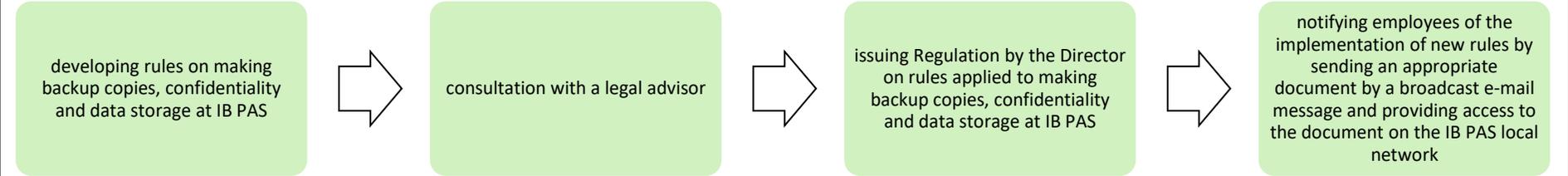


XIII	<p>Organising training for employees on the law of copyright and related rights</p> <p><i>The training will increase employees' awareness with regard to regulations on copyright and related rights and the necessity to follow it.</i></p>	<p>Vice Director for Research</p> <p>March 2020 COMPLETED</p>
-------------	--	--



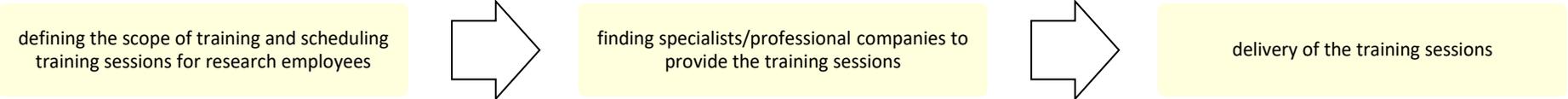
Field of action	Good practice in research (7 •)
------------------------	---

Action		Who/When
XIV	<p>Implementation of the rules on making backup copies, confidentiality and data storage at IB PAS</p> <p><i>Implemented rules will ensure that all data and documents will be stored, used and protected in a proper manner.</i></p>	<p>Vice Director for Research</p> <p>January 2020 COMPLETED</p>



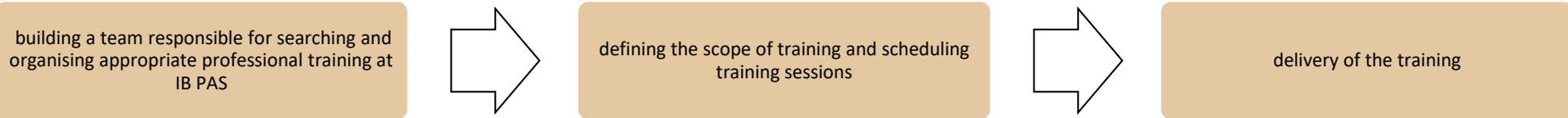
Field of action	Evaluation/appraisal systems Teaching (11.2 ○, 11 ●, 22.1 ○, 22.2 ○)	
------------------------	--	--

Action		Who/When
XVII	Training aimed at raising teaching qualifications of research employees <i>The training will be aimed at developing competencies of the research staff and preparing them to undertake more extended teaching activities.</i>	Vice Director for Research October 2020 COMPLETED



Field of action	Continuing Professional Development Access to research training and continuous development (38 ●, 28.1 ○, 39 ●)	
------------------------	---	--

Action		Who/When
XIX	Organizing open-access training for research employees and PhD students focused on research topics conducted by the Institute <i>Open-access training at IB PAS for research employees will improve their qualifications and ensure continuous development.</i>	Vice Director for Research December 2020 COMPLETED



Field of action		Non discrimination (10 ○)	
Action		Who/When	
XXII	<p>Preparation and Implementation of <i>Anti-Mobbing and Anti-Discriminatory Policy</i></p> <p><i>We expect that the adopted policy will prevent situations leading to discrimination and/or harassment among IB PAS employees. It will outline paths for quick response to conflict situations and eliminate undesirable behaviours.</i></p>	<p>Vice Director for Research</p> <p>December 2024 NEW</p>	
<pre> graph LR A[Establishment of a team to develop the Anti-Mobbing and Anti-Discriminatory Policy at IB PAS] --> B[Preparation of rules and subsequently the text of the document titled Anti-Mobbing and Anti-Discriminatory Policy IB PAS] B --> C[Establishment of the Anti-Mobbing and Anti-Discrimination Commission] C --> D[Dissemination of the the document titled Anti-Mobbing and Anti-Discriminatory Policy IB PAS to employees Development of a thematic guide with instructions for scientific staff] </pre>			
Field of action		Good practice in research (7)	
Action		Who/When	
XXIII	<p>Development of procedures for transferring biological materials documenting research, resulting from projects and statutory research</p> <p><i>We aim to develop transparent procedures for the transfer and deposition of the biological materials such as DNA isolates, algal cultures and fungal cultures to properly secure them and make them reusable for further research, and workable as reference material</i></p>	<p>Vice Director for Research</p> <p>March 2025 NEW</p>	
<pre> graph LR A[Development of a thematic guide with instructions for scientific staff] --> B[Creation and provision of appropriately equipped infrastructure for storing biological materials] B --> C[Dissemination of the transfer and access Instructions for special collections to employees] </pre>			
XXIV	<p>Development and adoption of the <i>GREEN Policy</i></p>	<p>Vice Director for Research</p>	

