		ACTION PLAN					
	ACTION	**GAP Principle (s)**	**Timing (at least by year's quarter/semester)**	**Responsibles / Unit**	**Indicator (s) / Target (s)**	**Current Status**	**Remarks**
action 1 euroaxess	Updating of Code of Good Practices in Research	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 8 Dissemination exploitation of results, 5 Contractual and legal obligations,	Q3 2022	Head of RRI	Document of Code of Good Practices in Research	IN PROGRESS	Pending approval from the SAB (End 2022)
action 2 euroaxess	Internal dissemination to the researchers of the new version of Code of Good Practices in Research	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations,	Q4 2022	Head of Communication	Number of staff researchers and new researchers that visualized the document.	IN PROGRESS	Pending approval from the SAB (End 2022)
action 3 euroaxess	Updating the Wellcome Manual of the Researcher	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations,	~~Q3 2022~~ Q4 2022	Scientific Secretary	The Wellcome Manual of Researcher	IN PROGRESS	
action 4 euroaxess	Elaborating the Researcher Manual incorporating the Code of Good Practices in Research	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations,	~~Q3 2022~~ Q4 2023	Head of RRHH/Scientific direction	The Researcher Manual	IN PROGRESS	
action 5 euroaxess	To register the researchers are read the Research Manual	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations,	Q1 2023	Head of RRHH/Scientific direction	Document of registration Number of researches registered	IN PROGRESS	
action 6 euroaxess	To implement i-Fundanet available for all researchers	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations,	Q1 2023	Head of RRHH	Intranet I-Fundanet	IN PROGRESS	
action 7 euroaxess	To add a clause regarding intellectual property in the laboral contract.	3 Professional responsibility, 5 Contractual and legal obligations,	Q2 2023	Head of RRHH	Number of contracts signed	IN PROGRESS	
action 8 euroaxess	Defining intellectual property regulations that include all the institutions of the IIB Sant Pau, (not only FGS and IR as currently).	3 Professional responsibility, 5 Contractual and legal obligations,	Q2 2023	Head of Legal Advice/Innovation and TT responsible	New regulation published	IN PROGRESS	
action 9 euroaxess	To create the Comitée for Research Integrity (CIR)	1 Research Freedom, 2 Ethical principles, 3 Professional responsibility, 4 Professional attitude, 5 Contractual and legal obligations, 6 Accountability, 7 Good practice in research, 10 Non-discrimination, 11 Evaluation/appraisal Systems,	Q1-2023	Head of RRI/Scientific Direction deputy	New comitée and function rules	IN PROGRESS	President: Ombudsperson Secretary: Head of RRI 4 Researchers confirmed
action 10 euroaxess	To name ombudsperson and ombudsofficer for IIB, and to define their functions	1 Research Freedom, 2 Ethical principles, 7 Good practice in research, 11 Evaluation/appraisal Systems,	Q3 2022	Direction/Deputy Direction/Head of RRI	Minutes of appointment and document with ombudsperson and ombudsofficer functions	COMPLETED	
action 11 euroaxess	New collective agreement negotiation with some partial agreements achieved	5 Contractual and legal obligations,	Q3 2022	Head of RRHH	New agreemnt published	IN PROGRESS	Pending of publication
action 12 euroaxess	Creation of the Employers' Committee with representation of researchers	5 Contractual and legal obligations,	Q2 2022	Head of RRHH/Scientific Direction	New comitée and function rules	IN PROGRESS	
action 13 euroaxess	Trainig on Research Integrity and Ethics	5 Contractual and legal obligations,	Q4 - 2022	Head of RRI	Number of researchers participating in the trainig	IN PROGRESS	Included in annual training plan
action 14 euroaxess	Training on data protection regulations.	5 Contractual and legal obligations,	Q4 - 2022	Head of Legal Advice	Number of participants in the training	IN PROGRESS	Included in annual training plan
action 15 euroaxess	Prepare a guide and check-list that allows the researchers themselves to evaluate the projects (ensuring compliance with the regulations and monitoring of the financing of competitive funds)	6 Accountability,	Q3 - 2022	Head of National and International Projects	Checl-list autoevaluation	IN PROGRESS	Include also open acces, open data, rri, …
action 16 euroaxess	Improving information systems to make the economic activity of projects visible.	6 Accountability,	Q4 - 2022	Head of National and International Projects	Web site	IN PROGRESS	We are limited by the current web. In 2023, the design of a new website is planned
action 17 euroaxess	To define the open access policy for publications	6 Accountability,	Q1 - 2023	Head of Knowledge	Policies	IN PROGRESS	
action 18 euroaxess	To define the open access policy for data	6 Accountability,	Q1 - 2023	Head of Knowledge/IT unit/Scientific Direction	Policies	IN PROGRESS	
action 19 euroaxess	Creation of the information systems unit and incorporation of a responsible for the unit	7 Good practice in research,	Q2-2022	Management Direction	New unity in the organization chart	IN PROGRESS	
action 20 euroaxess	To define a research data management policy	7 Good practice in research,	Q1 - 2023	Head of Knowledge/IT unit/Scientific Direction	Policies	IN PROGRESS	

Actions come from Gap analysis 2021

	action 21 euroaxess	Assessment of the impact of the LOPD regulations	7 Good practice in research,	Q1 - 2023	Head of Legal Advice/IT unit	Risk assessment report	IN PROGRESS	
	action 22 euroaxess	Incorporate staff to support researchers (specially in the elaboration of the data management plan)	7 Good practice in research,	Q2 - 2023	Scientific & management Direction	New contract	IN PROGRESS	We are looking for financing
	action 23 euroaxess	Include specific market transfer training in the formation plan.	8 Dissemination exploitation of results,	Q3- 2022	Head of Innovation	Training curs	COMPLETED	
	action 24 euroaxess	To include public engagement in the Communication Plan	9 Public engagement,	Q2 - 2022	Head of communication	Communication Plan	COMPLETED	
	action 25 euroaxess	Redaction and approval of RRI Plan that includes actions for prevent discrimination	10 Non-discrimination, 1 Research Freedom, 2 Ethical principles, 4 Professional attitude, 7 Good practice in research, 9 Public engagement,	Q2 2022	Head of RRI	RRI Plan and action plans	COMPLETED	
	action 26 euroaxess	To define procedures of CIR	11 Evaluation/appraisal Systems,	Q1-2023	Head of RRI	Document with process	IN PROGRESS	
	action 27 euroaxess	To create mentoring sessions promoted by scientific management	33 Teaching,	Annualy	Scientific Management	Number of mentoring sessions	IN PROGRESS	
Actions come from RRI Plan	RRI Plan	Adhesion to Code of Conduct of CERCA	2 Ethical principles,	Q3-2018	Direction	Signature of Adhesion	COMPLETED	
	RRI Plan	To writte the Code of Conduct of IIB	2 Ethical principles,	Q4-2022	Head of Legal Advice	Document of Code on Conduct	IN PROGRESS	
	RRI Plan	Training to the new Law Science	2 Ethical principles,	Q4-2022	Head of RRI / Head of Legal Advice	Number of participants in the training	IN PROGRESS	Dona a video
	RRI Plan	Implementation of gender equality Plan that includes actions for prevent discrimination	10 Non-discrimination,	Q1-2021	Head of RRHH	Gender equality Plan	COMPLETED	