

TEMPLATE 2 – GAP ANALYSIS - OVERVIEW

Case number: 2022ES611859

Name Organisation under review: **Fundación para la Investigación Biosanitaria de Andalucía Oriental (FIBAO)**

Organisation's contact details: Sarah Biel Gleeson (Managing Director). Avda. de Madrid, 15. External Consultations Pavilion 2, 2nd Floor.18012. Granada, Spain.

SUBMISSION DATE: 10/11/2022

DATE ENDORSEMENT CHARTER AND CODE: 09/06/2022

GAP ANALYSIS

The Charter and Code provides the basis for the Gap analysis. In order to aid cohesion, the 40 articles have been renumbered under the following headings. Please provide the outcome of your organisation's GAP analysis below. If your organisation currently does not fully meet the criteria, please list whether national or organisational legislation may be limiting the Charter's implementation, initiatives that have already been taken to improve the situation or new proposals that could remedy the current situation.

European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: GAP analysis overview

<p>Status: to what extent does this organisation meet the following principles?</p>	<p>Implementation: ++ = fully implemented +/- = almost but not fully implemented -/+ = partially implemented -- = insufficiently implemented</p>	<p>In case of --, -/+, or +/-, please indicate the actual “gap” between the principle and the current practice in your organisation. If relevant, list any national/regional legislation or organisational regulation currently impeding implementation</p>	<p>Initiatives undertaken and/or suggestions for improvement:</p>
---	--	---	---

Ethical and Professional Aspects

<p>1. Research freedom</p>	<p>+/+</p>	<p>ibs.GRANADA, with FIBAO as its managing entity, is committed to the principle of freedom in research, as long as the principles of research ethics are also respected. In this line, the research staff of the Institute is free to propose their own projects and lines of research, as well as to select the procedures to follow to solve scientific problems, respecting in all cases the legal and budgetary limitations that are of application due to its belonging to the public sector, in addition to the current legislation at the state and regional level.</p> <p>The action framework of ibs.GRANADA is established by its 2019-2023 Strategic Plan, which includes the Institute's general objectives and strategies, together with the definition of the development plans that have been deemed appropriate to facilitate their</p>	
----------------------------	-------------------	--	--

		<p>achievement. Likewise, ibs.GRANADA has a Shared Scientific Project that defines the areas, objectives and common scientific lines, resources and actions necessary to guide the development of the main research areas in the next 5 years.</p> <p>The supervision and control of the projects carried out at ibs.GRANADA is the responsibility of the corresponding committees depending on the nature of the study, the institution to which the principal investigator belongs and the center involved in the research: External Scientific Committee , Internal Scientific Committee, Research Ethics Committee (which also acts as the Drug Research Ethics Committee), and Animal Experimentation Ethics Committee. On the other hand, the Institute has the Innovation and Technology Transfer Platform, a body in charge of supervising, supporting and promoting the translation and transfer of results.</p> <p>ibs.GRANADA also has a Guide to Good Practices in Research that aims to guarantee good practices in research and guide the ethical conduct to be followed by the Institute's professionals.</p>	
2. Ethical principles	+/+	For the practice of quality and ethically correct scientific research it is necessary that there is a consensus among the scientists themselves, regarding the attitudes and procedures in the preparation, development and communication of everything related to scientific production.	

		<p>To this end, ibs.GRANADA, with FIBAO as its managing entity, has a Guide to Good Practices in Research, which aims to guarantee good practices in research and guide the ethical conduct to be followed by the Institute's professionals. The general principles contained in this guide are shared and followed by all members of ibs.GRANADA.</p> <p>Likewise, the Institute has a Research Ethics Committee (which also acts as a Medicines Research Ethics Committee) whose mission is to ensure compliance with ethical standards in research carried out at ibs.GRANADA.</p> <p>On the other hand, the Strategic Plan of the Institute, which defines the framework of action of ibs.GRANADA for the period 2019-2023, includes the main values by which the institution is governed, among them: "Ethics of research and compliance with good research practices", by which it undertakes to carry out its scientific activity in accordance with the principles of quality, assuming as its own the principles of good research practice recommended by international organizations.</p> <p>Finally, ibs.GRANADA shows its commitment to Responsible Research and Innovation (RRI) policies, developed in six fundamental axes, including ethics.</p>	
3. Professional responsibility	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Shared Scientific Project for the period 2019-2023 that defines the areas, objectives and common scientific lines, resources and actions necessary to guide the</p>	<ul style="list-style-type: none"> • Dissemination of the updated Good Research Practices Guide. • Update the welcome manual for new researchers (include reference to the

		<p>development of the areas of main research of the Institute. For the preparation of the PCC, and in order to guarantee that the research carried out is relevant, an exercise has been carried out to prioritize the Institute's research, taking into account the health needs of its reference population, as well as the priorities scientific at European, national and regional level, trying to optimize human and structural resources of a scientific, clinical, epidemiological, technological and transfer nature existing in the environment of the Institute. To this end, a qualitative and quantitative analysis of the activity of the ibs.GRANADA research groups has also been carried out. As a result, scientific activity has been structured into 4 priority research areas.</p> <p>The publication of the results is essential if scientific knowledge is to be used effectively and in the public interest. To this end, ibs.GRANADA has a Guide to Good Practices in Research which includes a section on good practices for publishing results. It is established that the Institute's research results will be made available to the scientific community for verification, contrast and replication. This guide, together with the Institute's Signature Policy, sets the guidelines for the correct citation in the publication of results. In this sense, any contribution from formal collaborators or others who assist the research in a way directly related to the research will be properly recognized, avoiding those unjustified references.</p>	<p>Scientific Plan and the Guide to Good Research Practices).</p>
--	--	---	---

		<p>On the other hand, the Guide includes the rights of intellectual and industrial property and commercial exploitation of the results of the research carried out within the framework of the Institute. In addition, to ensure compliance with these good practices, the Institute makes available to researchers the Innovation and Technology Transfer Platform, a body in charge of supervising, supporting and promoting the translation and transfer of results.</p> <p>The Guide is available through the institutional website and the principles included in it are shared and known by all Institute researchers.</p>	
4. Professional attitude	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Strategic Plan that defines its action framework for the 2019-2023 period and which includes the Institute's general objectives and strategies together with the definition of the development that have been deemed convenient to facilitate the achievement of these. Likewise, ibs.GRANADA has a Shared Scientific Project (PCC) that defines the areas, objectives and common scientific lines, resources and actions necessary to guide the development of the main research areas in the next 5 years. This PCC includes a monitoring mechanism based on indicators of the activity of the Scientific Areas. For the preparation of the Strategic Plan and the PCC, the priorities and strategies at the European, national and regional levels have been taken into account. Both documents are actively disseminated within the Institute environment</p>	<ul style="list-style-type: none"> • Update the welcome manual for new researchers (include reference to the Scientific Plan, Strategic Plan and the annual Action Plan).

		<p>and are available through the institutional website.</p> <p>The supervision and control of the projects carried out at ibs.GRANADA is the responsibility of the corresponding committees depending on the nature of the study, the institution to which the principal investigator belongs and the center involved in the research: External Scientific Committee , Internal Scientific Committee, Research Ethics Committee (which also acts as the Drug Research Ethics Committee) and Animal Experimentation Ethics Committee. Likewise, in competitive projects, researchers must inform and have the approval of the financing entity before making changes to the initial planning of the project, while non-competitive projects are subject to the entity's internal audit.</p> <p>On the other hand, the Institute has the Innovation and Technology Transfer Platform, a body in charge of carrying out the necessary actions to promote the translation and transfer of results, a body in charge of supervising, supporting and promoting the translation and transfer of results.</p> <p>ibs.GRANADA has a process map that defines, among others, a Research Management process, which includes Grant Management and Clinical Trial Management, and a Resource Management process.</p> <p>ibs.GRANADA disseminates the calls for research grants through the "CALLS" portal on its website, so that they are known by all the</p>	
--	--	--	--

		Institute's researchers. Likewise, the Human Resources Plan includes the different sources of funding at the different stages of the researcher's professional itinerary. This plan is available on the Institute's website for all staff.	
5. Contractual and legal obligations	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Guide to Good Practices in Research which includes the intellectual and industrial property rights and commercial exploitation of the results of the research carried out within the framework of the Institute. The Guide is available through the institutional website and the principles included in it are shared and known by all Institute researchers. When the research staff participates in a project promoted by an entity, by the industry or by a person outside the institution, specific agreements will be established with the promoting entity regarding intellectual and industrial property and publication as established in the Guide to Good Scientific Practices.</p> <p>ibs.GRANADA has a Training Plan for the period 2019-2023 whose objective is to encourage the training of professionals who develop or will develop their research activity within the Institute, for which it includes all the training activities developed in the framework of the Institute. This Training Plan is disseminated through the web to all research staff.</p> <p>Since mid-2017, the Network of Andalusian Research Management Foundations has been working on the preparation of a Collective</p>	<ul style="list-style-type: none"> • Dissemination of the updated Good Research Practices Guide. • Update the welcome manual for new researchers (include information on the Collective Agreement and training offer from ibs.GRANADA). • Encourage the Training Plan.

		<p>Agreement that regulates the working conditions of the staff of the Public Foundations attached to the Network, establishing improvements in the flexibility and conciliation measures , which will be implemented once approved, in the HR management of ibs.GRANADA.</p>	
6. Accountability	+/+	<p>ibs.GRANADA, with FIBAO as its managing entity, carries out regular audits and publishes its annual accounts. Likewise, the Institute receives random audits from the financing entities as established in the calls for each project.</p> <p>ibs.GRANADA has a Guide to Good Practices in Research, which aims to promote good practices and guide the ethical conduct to be followed by the Institute's professionals. The general principles contained in this guide are shared and followed by all members of ibs.GRANADA.</p> <p>The Institute has an Economic Management Unit for advice and economic-administrative management of research projects. The functions of the Economic Management Unit are related to all those aspects related to the economic-financial activities of ibs.GRANADA, preparing its budget, its analytical follow-up by projects, and providing precise information on the general state of the Institute and individual to each Principal Investigator. On the other hand, this Unit is in charge of relations with suppliers and clients of ibs.GRANADA, as well as the control of the treasury.</p>	

		<p>Likewise, the Institute has a Project Management Unit whose mission is to develop and apply the necessary resources to enhance the research activity of ibs.GRANADA, offering researchers the search for and maximization of funding opportunities for research projects, as well as the necessary support to carry out an adequate management and development of these scientific projects, covering all the necessary stages, from the request and presentation of the report to its corresponding justification and closing before the financing bodies.</p>	
7. Good practice in research	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, complies with data protection legislation as established in Organic Law 3/2018, of December 5, on the Protection of Personal Data and guarantee of digital rights. Likewise, the ibs.GRANADA Guide to Good Practices in Research establishes that all research protocols that use institutional computer files or create databases with information related to people must guarantee anonymity and submit to current regulations on database records. data, in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council, of April 27, 2016, regarding the protection of natural persons with regard to the processing of personal data and the free circulation of these data and Organic Law 3/2018, of December 5, on the Protection of Personal Data and guarantee of digital rights.</p>	<ul style="list-style-type: none"> • Dissemination of the updated Good Research Practices Guide. • Training on data protection.

		<p>The Institute has a Quality and Ethics Plan that proposes among its strategic objectives "Promote the integration of the quality management system, occupational risk prevention, data protection and the environment of the institutions that make up ibs.GRANADA" in order to achieve the maximum optimization of these systems and that they are well aligned.</p> <p>The Guide to Good Practices in Research also specifically includes among its principles that researchers must guarantee the confidentiality of personal and clinical information (data, samples, results) of the people included in the research projects and will be responsible for compliance with all legal confidentiality requirements.</p> <p>Likewise, the Guide also includes the quality and safety standards for certain procedures such as the donation, procurement, evaluation, processing, preservation, storage and distribution of human cells and tissues.</p> <p>Within the centers that make up ibs.GRANADA, Virgen de las Nieves University Hospital has an Occupational Risk Prevention Unit and a Health Surveillance Unit (both certified by OHSAS 18001 – health and safety management system at work), and an Environmental Management Unit (certified by ISO 14001 - Environmental Management System). The San Cecilio University Hospital has an Occupational Risk Prevention Unit and a Health Surveillance Unit (both certified by OHSAS 18001), an Environmental Management Unit (certified by</p>	
--	--	---	--

		<p>ISO 14001). At the University of Granada, all the administrative units or management services are certified by the international standard ISO 9001. Lastly, the Andalusian School of Public Health is certified by the UNE - EN ISO 14001 standard: Environmental Management System.</p> <p>Likewise, the Virgen de las Nieves University Hospital, which is part of ibs.GRANADA, has two computer contingency plans that describe the action protocol in the event of a computer failure.</p> <p>Regarding the figure of the CDO (Chief Data Officer), a general delegate has been appointed from the regional government of the Junta de Andalucía who acts as CDO of the center.</p>	
8. Dissemination, exploitation of results	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, manages and coordinates the work of all the research groups that make it up, one of its priority interests being that the transfer of the knowledge generated in its research groups to the business and biosanitary field. Along these lines, the Institute's strategy for the 2019-2023 period includes among its strategic objectives "Leading Innovation and Knowledge Transfer aimed at improving clinical practice".</p> <p>In line with its institutional strategy, the Institute has drawn up a Translation and Innovation Plan and has an Innovation and Technology Transfer Platform responsible for undertaking the lines of action established in this Plan. The Platform for Innovation and Technology Transfer works in coordination with the Office for the Transfer of Research</p>	<ul style="list-style-type: none"> • Develop and disseminate an Open Science policy. • Adapt the annual scientific reports to improve the inclusion of the gender dimension. • Update the welcome manual for new researchers (include reference to the Transfer and Innovation Plan and information on the Institute's Open Science policy). • Dissemination of actions to support the preparation of DMP. • Actions to promote RRI (scientific education, gender equality, open access, governance, ethics and citizen participation).

		<p>Results of the SSPA (OTT-SSPA) and with the Office for the Transfer of Research Results of the University of Granada (OTRI-UGR) and is entrusted with sufficient capacities for the management, identification, processing, protection and translation of the knowledge generated in the Institute.</p> <p>The Translation and Innovation Plan contemplates, among others, the specific objectives:</p> <ul style="list-style-type: none"> • Promote competitive translational research, promoting the creation of new knowledge and its enhancement, thus giving rise to the generation of scientific excellence, innovation and specialization for the research carried out at the Institute. • Establish a Strategic Surveillance system (Technological, Competitive, Commercial and Environment (legal and regulatory) Surveillance in Health) in order to promote the translation of our research results and reduce uncertainty when making strategic decisions. • Promote the valorization and commercial exploitation of the R&D&i results generated within the framework of the Institute, through exploitation license agreements, in order to improve the quality of life and health of the population in general, as well as favor economic return. 	
--	--	---	--

		<p>As part of its commitment to promoting the dissemination and exploitation of results, the ibs.GRANADA Communication Plan proposes an axis of external communication that includes the following actions, among others:</p> <ul style="list-style-type: none"> • Encourage and help the researchers who make up the Institute to transmit and disseminate the scientific knowledge they generate in their groups. • Promote and disseminate the research results generated in the Institute's environment, thus favoring the Technology Transfer process, facilitating the attraction of companies. • Report on the research results published in high-impact journals by the Institute's research groups, as well as the latest news related to R&D&i in Health Sciences. <p>Lastly, ibs.GRANADA provides methodological support for the preparation of Data Management Plans (DMP), in order to promote open access to research data. In this sense, it is worth highlighting the guide developed by the University of Granada (a member entity of the Institute), which describes the necessary tools, recommendations and examples to prepare a DMP.</p>	
9. Public engagement	+/-	ibs.GRANADA, with FIBAO as its managing entity, fully committed to the principles of Responsible Research and Innovation (RRI), is	<ul style="list-style-type: none"> • Actions to promote RRI (scientific education, gender equality, open access,

		<p>committed to the dissemination and participation of society, this being one of the fundamental pillars of these policies. In this way, its Strategic Plan establishes patient associations as an objective actor and it is considered a priority to establish channels of citizen participation with these associations.</p> <p>In this line, the Image and Communication Plan of the Institute, developed for the period 2019-2023, presents as one of its recipients the general non-scientific public and includes as a specific objective the promotion of citizen participation in the dissemination and scientific education of the society. To achieve this, the plan establishes dissemination actions through different media (press, radio and TV) and social networks, as well as actions to implement the principles of RRI through the promotion of relationships between researchers and patients and/or or citizens to integrate them in the needs detection process and in the design and execution of research/innovation projects.</p> <p>The training activities carried out by the ibs.GRANADA Training Unit and included in its Training Plan pay attention to the training and dissemination work aimed at society in general, with the aim of improving the transmission of the achievements and discoveries that in the field of biomedical and health research are obtained. In this sense, the Training Plan has the specific objective of increasing training and dissemination in the scientific areas of ibs.GRANADA towards the entire scientific community and interested persons in its area of influence and society in general. Among the</p>	<p>governance, ethics and citizen participation).</p>
--	--	--	---

		<p>actions contemplated in this regard is participation in various outreach activities, such as the Researchers' Night or the Science Week, the holding of conference cycles and collaboration with local institutions dedicated to the promotion of scientific knowledge. Likewise, ibs.GRANADA encourages the participation of patients in the scientific conferences it organizes so that they can share their experience and has incorporated a representative of the AECC patient association into the Internal Scientific Committee, in order to promote the vision of patients.</p>	
10. Non discrimination	-/+	<p>ibs.GRANADA, through its management entity FIBAO, has launched a process of integrating equal opportunities between women and men in its organization through the development of an Equality Plan. The specific objectives of the Equality Plan include "Favoring the access and promotion of women and men on equal terms", as well as "Increasing the presence of women in positions and levels in which they are underrepresented". For this, the Plan presents an intervention axis of "EQUALITY IN ACCESS AND PROFESSIONAL DEVELOPMENT" that includes the following actions:</p> <ul style="list-style-type: none"> • Systematization of procedures for the temporary provision of jobs for the incorporation of the principle of equality throughout the process of provision of jobs. • Development of positive actions aimed at promoting the presence of women and men in all positions 	<ul style="list-style-type: none"> • Update the welcome manual for new researchers (include reference to the Equality Plan). • Periodic evaluation and updating of the Equality Plan.

		<p>through equal composition in the selection processes and preference, under equal conditions, for hiring the less represented sex.</p> <p>Along these lines, the Foundation has an Equality Commission in charge of ensuring compliance with these actions.</p> <p>Likewise, ibs.GRANADA, committed to equality and non-discrimination when hiring its researchers, has a Human Resources Plan for the period 2019-2023 in which the tools of the OTM-R policy are established as mechanism in the contracting processes. Among the principles that are aspired to with these tools is full equality in calls, without discriminating against anyone based on gender, age, ethnic, national or social origin, religion, beliefs, sexual orientation, language, disability, opinion political, social or economic status.</p>	
11. Evaluation/ appraisal systems	+/+	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Quality and Ethics Plan for the 2019-2023 period that acts as a tool to ensure the quality of R&D&i and the services developed at the Institute. Among the specific objectives of this plan is to strengthen the scientific evaluation system of the ibs.GRANADA research groups. To achieve this objective, different actions are established:</p> <ul style="list-style-type: none"> • Periodic review of the evaluation criteria of the ibs.GRANADA research groups. • Review of group classification criteria. 	<ul style="list-style-type: none"> • Periodically review the evaluation systems mentioned that are carried out at ibs.GRANADA.

		<ul style="list-style-type: none"> • Establishment of classification mechanisms for figures related to the research career within ibs.GRANADA. • Analysis of the results obtained to draw conclusions and implement measures aimed at improving these results. <p>Every two years, the Institute carries out a quantitative evaluation of its research groups (scientific production, fundraising, internationalization, patents and training), in order to assess their performance during the period. Likewise, when submitting applications for HR grants, an evaluation of the candidates is carried out. All new ibs.GRANADA researchers undergo an evaluation to assign them one of the profiles included in EURAXESS and are periodically re-evaluated to update this classification.</p> <p>The Autonomous Community of Andalusia presents a professional itinerary, which includes the description of available grants at European, state and regional level, for researchers in the initial stages of the career, in the "pre-consolidation" stage and during stabilization.</p> <p>In this way, throughout the researcher's professional career, he or she is subjected to various evaluations to continue opting for funding programs. In this sense, the Nicolás Monarde Program stands out, where the researcher undergoes an intermediate evaluation after two years and another</p>	
--	--	---	--

		evaluation after four years to determine if he continues to receive funding.	
Recruitment and Selection			
12. Recruitment	+/-	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is established both for job contracts and for internship scholarships with their own training plans. In accordance with the hiring procedure, the offers must include details of the knowledge and skills required, the specific reference to the position offered, the content of the main functions to be performed, the requirements, the criteria for evaluating the applications and the closing date of the call. FIBAO publishes the corresponding offers on the website every time a call is opened so that interested people, both inside and outside the organization, can register.</p> <p>ibs.GRANADA, with FIBAO as its managing entity, has a Talent Recruitment Plan for the 2019-2023 period that includes among its objectives, "Promote the incorporation of research staff, by attracting talent of recognized international prestige". To this end, this Plan includes a series of actions, including actions aimed at attracting researchers at the beginning of their professional careers, such as:</p> <ul style="list-style-type: none"> • Search and identification of possible candidates, predoctoral and 	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the European Charter for Researchers and the Code of Conduct for Recruitment and the OTM-R. • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy. • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions.

		<p>postdoctoral, national or foreign, who could occupy the places offered by each research group at Euraxess.</p> <ul style="list-style-type: none"> Promotion and encouragement of the participation of health care personnel in training (resident internal specialist) as pre-doctoral researcher, as well as those professionals from the different health specialties or Primary Care, within the framework of the Rio Hortega program or post-doctoral programs. SAS specialization. <p>As a sign of its commitment to supporting the lines of clinical research, developed by healthcare profiles of the Institute, the ibs.GRANADA Training Plan develops a Training Program in Research or Training of Clinical Professionals of the Hospitals that make up the Institute (H.U Virgen de las Nieves and San Cecilio Clinic) and other Associated Centers. The overall objective of this program is to encourage the greatest number of professionals from the University Hospitals of Granada and Primary Care to carry out research tasks that are closely linked to their daily professional activity.</p>	
13. Recruitment (Code)	+/-	FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is established both for job	<ul style="list-style-type: none"> Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R (Include professional development opportunities, professional development prospects, reference to the OTM-R policy in

		<p>contracts and for internship scholarships with their own training plans.</p> <p>This procedure is governed by the principle of publicity, guaranteed by the publication of all job and scholarship offers on the iber GRANADA and FIBAO websites and, depending on the characteristics of the position, they are published on other widely distributed portals. such as REGIC (Network of Clinical Research Management Entities) and EURAXESS when it comes to calls with European funding. The published offer sets forth the details of the knowledge and skills required, the specific reference of the position offered, the content of the main functions to be performed, the requirements, the criteria for evaluating the applications and the closing date of the call. Additionally, if the hiring has required authorization from the Ministry of Finance, the call must be published on the employment portal of the Instrumental Entities of the Junta de Andalucía.</p> <p>According to this procedure, the call will define:</p> <ul style="list-style-type: none"> • Mandatory requirements for access to the contract or scholarship: degree, other additional training and/or minimum accredited experience. • Other aspects or merits to be assessed: training, experience, management of techniques, languages, computer science, etc. • Assessment criteria: which should always be aimed at a rating that is as 	<p>job offers) and reference to the Equality policy).</p> <ul style="list-style-type: none"> • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions.
--	--	---	--

		<p>objective as possible. Some type of knowledge test may be envisaged.</p> <p>The contracting procedure defines the deadlines for the different phases of the process, from the detection of the need for contracting, to the publication of the call on the website, the publication of the resolution act and the communication to the selected candidate (maximum 30 working days days in cumulative time).</p> <p>Likewise, ibs.GRANADA, with FIBAO as its managing entity, committed to the principles of publicity and transparency in contracting procedures, has a Human Resources Plan for the period 2019-2023 in which the implementation of the OTM-R tools as a mechanism in contracting processes.</p>	
14. Selection (Code)	+/-	<p>The procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of FIBAO personnel and the HR Plan of ibs.GRANADA, an entity managed by FIBAO, establish the criteria for the appointment of the Selection Commission, establishing that It will be composed of a minimum of three members, with different levels of experience and skills, and ensuring the right balance between men and women. The Selection Commission guarantees an adequate evaluation of all researchers, of their academic situation and professional qualifications, including non-official ones, especially in the context of international and professional mobility.</p>	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R. • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy.

		<p>This selection procedure is governed by the principle of capacity, establishing that the selection of candidates must be based on the evaluation of the curriculum through a previously established scale, the conduct of interviews and/or the performance, where appropriate, of technical or psychotechnical tests. , or any other system that ensures the objectivity and rationality of the process.</p>	
15. Transparency (Code)	+/-	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is governed by the principle of publicity guaranteed by the publication of all job and scholarship offers on the ibs.GRANADA and FIBAO websites and, depending on the characteristics of the position, they are published on other widely distributed portals. such as REGIC (Network of Clinical Research Management Entities) and EURAXESS when it comes to calls with European funding. The published offer sets forth the details of the knowledge and skills required, the specific reference of the position offered, the content of the main functions to be performed, the requirements, the criteria for evaluating the applications and the closing date of the call.</p> <p>According to this procedure, the call will define:</p> <ul style="list-style-type: none"> • Mandatory requirements for access to the contract or scholarship: degree, 	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R (improvement of information to candidates after resolution and assess the possibility of offering feedback to candidates who arrive to the interview phase). • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions.

		<p>other additional training and/or minimum accredited experience.</p> <ul style="list-style-type: none"> • Other aspects or merits to be assessed: training, experience, management of techniques, languages, computer science, etc. • Assessment criteria: which should always be aimed at a rating that is as objective as possible. Some type of knowledge test may be envisaged. <p>The FIBAO recruitment calls are published on the ibs.GRANADA website, www.ibsgranada.es and on the FIBAO website www.fibao.es. Admitted candidates will be evaluated according to the merit scale published in the job offer. The final resolution is published on the ibs.GRANADA website, as well as the number of candidates who pass the different phases of the process, with all candidates being able to request their evaluation.</p>	
16. Judging merit (Code)	+/-	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute.</p> <p>This procedure is governed by the principles of merit and ability, in accordance with the OTM-R tools set out in the HR Plan, with the aim of ensuring the objectivity and rationality of the process, in addition to both a qualitative and number of candidates. For this, the selection procedure consists of a first analysis and curricular evaluation of all the candidates,</p>	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM R. • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Require a motivation letter from the candidates to assess more qualitative aspects in those job offers that are so considered. • Prepare and disseminate a guide document for the personnel in charge (Evaluation

		<p>classifying them according to the best adaptation of the curriculum to what is established in the profile. After this first classification, different personal interviews will be carried out, through which the qualitative aspects of the candidacy will be evaluated. The process can be complemented by taking a test to assess more precisely the level of development of the required skills. Admitted candidates will be evaluated according to the merit scale published in the job offer. The final resolution is published on the ibs.GRANADA website, and all candidates can request their assessment.</p> <p>Likewise, according to this procedure, the call will define, in addition to the mandatory objectives of access to the position (qualification, other additional training and/or minimum accredited experience), other aspects or merits to be assessed such as professional experience, training, the use of technical , languages or computer science. The procedure emphasizes that the assessment of the candidates must be aimed at a rating that is as objective as possible.</p>	<p>Commission, HR personnel) of developing the OTM-R policy.</p>
<p>17. Variations in the chronological order of CVs (Code)</p>	<p>+/-</p>	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is governed by the principle of equality, requiring that arbitrary or discriminatory evaluation criteria are not considered in the hiring processes. The call</p>	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R. • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Include in the FIBAO Equality Plan, the consideration of interruptions in the

		<p>must guarantee that no one is excluded, except for not meeting the requirements established in the call itself. In addition, the hiring procedure specifically requires that there will be no age discrimination.</p> <p>This procedure is also governed by the principles of merit and ability, establishing that the selection must be based on the evaluation of the curriculum through a previously established scale, the conduct of interviews and/or the performance, where appropriate, of technical tests or psychotechnical, or any other system that ensures the objectivity and rationality of the process. In addition, the procedure specifies that professional career interruptions or chronological variations of the curriculum vitae will not be penalized but rather considered as part of the researchers' evolution towards a multidimensional professional career.</p>	<p>professional career due to aspects of family life (eg maternity, care of dependent persons) in the hiring processes.</p> <ul style="list-style-type: none"> • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy.
18. Recognition of mobility experience (Code)	+/+	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is governed by the principle of equality, requiring that arbitrary or discriminatory evaluation criteria are not considered in the hiring processes. The call must guarantee that no one is excluded, except for not meeting the requirements established in the call itself. In addition, the recruitment procedure specifically requires that there will</p>	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R. • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy.

		<p>be no discrimination based on ethnic, national or social origin, or language.</p> <p>For the evaluation of the candidates, FIBAO designates, in a regulated manner, a Selection Commission whose function is to guarantee an adequate evaluation of all the researchers, their academic situation and professional qualifications, including non-official ones, especially in the context of international mobility. and professional.</p> <p>ibs.GRANADA, with FIBAO as its managing entity, has an Internationalization Plan that contemplates as strategic objectives the "Acquisition of International Talent" and "Promote a system of training, exchange and international mobility" where actions are collected to attract candidates and promote the mobility of the Institute's staff.</p> <p>In addition, the Institute has a Talent Recruitment Plan that includes among its objectives "Promote the incorporation of research staff, by attracting talent of recognized international prestige" and "Facilitate the mobility of research staff, to guarantee excellence and establishment of collaborative projects with other research centers, national and international".</p>	
19. Recognition of qualifications (Code)	+/-	FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is governed by the principle of	<ul style="list-style-type: none"> Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R (include the description of the qualification recognition system).

		<p>equality, requiring that arbitrary or discriminatory evaluation criteria are not considered in the hiring processes. The call must guarantee that no one is excluded, except for not meeting the requirements established in the call itself. In addition, the recruitment procedure specifically requires that there will be no discrimination based on ethnic, national or social origin, or language.</p> <p>For the evaluation of the candidates, FIBAO designates, in a regulated manner, a Selection Commission whose function is to guarantee an adequate evaluation of all the researchers, their academic situation and professional qualifications, including non-official ones, especially in the context of international mobility. and professional.</p> <p>ibs.GRANADA, with FIBAO as its managing entity, has an Internationalization Plan that contemplates as strategic objectives the "Acquisition of International Talent" and "Promote a system of training, exchange and international mobility" where actions are collected to attract candidates and promote the mobility of the Institute's staff.</p> <p>In addition, the Institute has a Talent Recruitment Plan that includes among its objectives "Promote the incorporation of research staff, by attracting talent of recognized international prestige" and "Facilitate the mobility of research staff, to guarantee excellence and establishment of collaborative projects with other research centers, national and international".</p>	<ul style="list-style-type: none"> • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy.
--	--	---	--

<p>20. Seniority (Code)</p>	<p>+/-</p>	<p>FIBAO has the procedure "IG600.1_RECLUTAMIENTO Y SELECCIÓN DE PERSONAL" for the hiring of personnel assigned to research groups and projects or to the management structures of the Institute. This procedure is governed by the principle of equality, requiring that arbitrary or discriminatory evaluation criteria are not considered in the hiring processes. The call must guarantee that no one is excluded, except for not meeting the requirements established in the call itself.</p> <p>For the evaluation of the candidates, FIBAO designates, in a regulated manner, a Selection Commission whose function is to guarantee an adequate evaluation of all the researchers, their academic situation and professional qualifications, including non-official ones, especially in the context of international mobility. and professional.</p> <p>Likewise, according to this procedure, the call will define, in addition to the mandatory objectives of access to the position (qualification, other additional training and/or minimum accredited experience), other aspects or merits to be assessed such as professional experience, training, the use of technical , languages or computer science. The procedure emphasizes that the assessment of the candidates must be aimed at a rating that is as objective as possible.</p>	<ul style="list-style-type: none"> • Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R. (whenever possible and not an essential requirement for professional development, include generic qualifications in job offers, eg "Health Sciences"). • Publish the adapted OTM-R policy on the website, in Spanish and English, and carry out dissemination/presentation actions. • Prepare and disseminate a guide document for the personnel in charge (Evaluation Commission, HR personnel) of developing the OTM-R policy.
-----------------------------	------------	---	---

21. Postdoctoral appointments (Code)	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Human Resources Plan that includes the different stages of the research career in line with the career profiles of the European Commission researcher (classification R1-R4). This definition includes the specific criteria for the classification of postdoctoral researchers, differentiating between junior postdoctoral researchers and main and emerging researchers (corresponding to profiles R2 or R3 according to the European classification). These criteria are taken into account in the definition of the calls and in the hiring processes of postdoctoral researchers.</p> <p>The calls for hiring postdoctoral researchers published by ibs.GRANADA define the criteria for recruitment as well as the purpose and maximum duration of the contracts.</p> <p>ibs.GRANADA, as a research center dependent on the Andalusian Public Health System, adheres to the definition of the research career itinerary for professionals who are fully dedicated to research in the health and research centers of the SSPA. This itinerary defines the "POSTDOCTORAL STAGE" as a stage of the research career, specifying the minimum requirements, assessable requirements and desirable skills for the classification of these professionals.</p>	<ul style="list-style-type: none"> Adapt the ibs.GRANADA staff recruitment and selection procedure to the principles of the Charter and Code and the OTM-R.
Working Conditions and Social Security			
22. Recognition of the profession	+/+	ibs.GRANADA, with FIBAO as its managing entity, as a research center dependent on the	

		<p>Andalusian Public Health System, adheres to the definition of the research career itinerary for professionals who are fully dedicated to research in health and SSPA investigation. This itinerary differentiates the following stages of the research career: Pre-Doctoral Stage; Postdoctoral stage; Pre-Consolidation and Consolidation. This classification specifies minimum requirements, assessable requirements and desirable skills according to the classification stage. In this way, all researchers are recognized as such, regardless of the stage of their professional career in which they find themselves.</p> <p>The professional career for ibs.GRANADA researchers dedicated to biomedical research within the Andalusian Public Health System Service and the University of Granada is defined based on stages and profiles associated with these stages. The ibs.GRANADA HR Plan includes the different stages of the professional career in line with the European Commission researcher's career profiles (R1-R4 classification). In this way, ibs.GRANADA recognizes all professionals with these profiles as researchers, regardless of their stage.</p>	
23. Research environment	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, offers its staff working conditions in accordance with Spanish labor legislation, with full social security coverage, as well as the latest technologies to carry out quality research or technical activity .</p>	<ul style="list-style-type: none"> • Update the welcome manual for new researchers.

		<p>The Institute has a defined scientific structure divided into four research areas that encompass all groups and lines of research and whose purpose is to be able to address the fundamental objectives of ibs.GRANADA. The research areas are: Oncology Area, Precision Medicine Area, Advanced Therapies and Biomedical Technologies Area and the Epidemiology and Public Health Area. In addition, the Institute has a Shared Scientific Project where the research objectives, strategies, composition, alliances and relationships with members within and outside its scope are collected.</p> <p>To support the research carried out and the institutional objectives, ibs.GRANADA has a series of research support platforms and services available to all its staff: Human Movement Analysis Laboratory; Chemical Analysis and Chromatography Platform; Biobank Platform and Disease Registry; Bioinformatics Platform; Cytometry Platform; Cell Culture Platform; Clinical Trials Platform; Clinical Epidemiology and Biostatistics Platform; Genomics and Proteomics Platform; Innovation and Transfer Platform; Microscopy and Cell Imaging Platform; Platform for Animal Models and Experimental Surgery; Advanced Therapies Platform. The details for the use of these platforms, as well as the Institute's technological offer, are available through the institutional website.</p> <p>ibs.GRANADA researchers are involved in different strategic initiatives of the ISCIII, participating in its program of cooperative</p>	
--	--	---	--

		<p>research networks, both through the Thematic Networks for Cooperative Research (RETICs), and the Biomedical Research Center Consortium in Red M.P. (CIBER) and research support platforms (Platform for Innovation and Clinical Trials). Also noteworthy is the participation of ibs.GRANADA Red ECRIN since 2018. As a sign of its commitment to increasing its participation in cooperative research structures, ibs.GRANADA has an Internationalization Plan that includes the specific objective of increasing institutional visibility in forums and international networks, and proposes a series of actions to ensure their achievement.</p>	
24. Working conditions	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, offers its staff working conditions in accordance with Spanish labor legislation, with full social security coverage, as well as the latest technologies to carry out quality research or technical activity .</p> <p>All the facilities available to the staff that make up ibs.GRANADA are adapted for people with disabilities.</p> <p>Since mid-2017, ibs.GRANADA, through its management entity (FIBAO), has been working with the rest of the Andalusian Public Foundations for Research Management to approve a Collective Agreement that regulates the working conditions of research staff. the same, establishing improvements in the flexibility and conciliation measures. Although</p>	<ul style="list-style-type: none"> • Include actions to promote reconciliation in the update of the Equality Plan.

		<p>this Agreement has not yet been signed, its negotiation is well advanced.</p> <p>Additionally, FIBAO, as the managing entity of ibs.GRANADA, has launched a process of integrating equal opportunities between women and men in its organization through the development of an Equality Plan. The strategic objectives of this Plan include "promoting conciliation policies as a strategy to integrate equality". In addition, this Plan presents an intervention axis of "CONCILIATION OF WORK, FAMILY AND PERSONAL LIFE" that contemplates as a specific action to carry out a review of the measures for reconciling work, family and personal life.</p>	
25. Stability and permanence of employment	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, as a research center dependent on the Andalusian Public Health System (SSPA), adheres to the definition of the research career itinerary for professionals who are fully dedicated to research in health centers and of research of the SSPA, which includes among its objectives, promoting the stability of the research staff in the different stages of their professional career. The Autonomous Community of Andalusia presents a professional itinerary, which includes the description of available grants at European, state and regional level, for researchers in the initial stages of the career, in the "pre-consolidation" stage and during stabilization. In 2010, the SSPA developed a Research Professional Career Itinerary Model</p>	<ul style="list-style-type: none"> • Continue working with the Network of Research Management Foundations of Andalusia in the preparation of a Collective Agreement that regulates the working conditions of the personnel of the Public Foundations.

		<p>encompassed within the “Strategic Plan for R&D&I in Health 2006-2010”.</p> <p>ibs.GRANADA, as an employer in the public sector, does not have an indefinite hiring capacity. The legal regulations for the control of the public deficit are applicable, which include the limitation in the salary mass and in the generation of indefinite contracts. As with other entities in the sector, most of their own HR for R&D&i must be financed through public calls. Contracting is limited to the scope of the projects themselves and said contracts cannot be extended indefinitely.</p> <p>The ibs.GRANADA Talent Recruitment Plan aims to promote the recruitment, stabilization and consolidation of ibs.GRANADA researchers, thus ensuring the development of excellent and innovative scientific-technical projects. Among the actions proposed within the framework of this Plan, the adoption of measures that promote the establishment of a plan to improve the Quality of employment in terms of stability, security and equality is contemplated.</p> <p>Since mid-2017, ibs.GRANADA, through its management entity FIBAO, has been working with the rest of the Andalusian Public Foundations for Research Management to approve a Collective Agreement that regulates the working conditions of the staff of the same, establishing improvements in flexibility and conciliation measures. Although this Agreement has not yet been signed, its negotiation is well advanced.</p>	
--	--	---	--

26. Funding and salaries	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, offers its staff working conditions in accordance with Spanish labor legislation, with full social security coverage, as well as the latest technologies to carry out quality research or technical activity .</p> <p>Through its HR Plan, the Institute makes available to all its staff the different sources of funding available at the different stages of the researcher's professional itinerary, specifying the regional, national and international calls available in each level.</p> <p>The ibs.GRANADA Talent Recruitment Plan aims to promote the recruitment, stabilization and consolidation of researchers at ibs.GRANADA, thus ensuring the development of excellent and innovative scientific-technical projects. Among the actions proposed within the framework of this Plan, the creation of its own aid plan is contemplated, co-financed with regional, national or European funds of a public or private nature, so that the offer by the Institute is more attractive for research staff. to capture, and that will complement the competitive financing. These grants could be aimed at salary supplements, the hiring of predoctoral or postdoctoral staff, especially at the beginning of joining the Institute, starting grants, etc. The collaboration of the economic, social and technological agents of the province (Health Technology Park (PTS), Granada Provincial Council, Bankia, La Caixa...) will be requested in order to further facilitate the</p>	<ul style="list-style-type: none"> • Continue working with the Network of Research Management Foundations of Andalusia in the preparation of a Collective Agreement that regulates the working conditions of the personnel of the Public Foundations.
--------------------------	-----	---	--

		<p>incorporation of researchers and their financing.</p> <p>In addition, the Talent Recruitment Plan includes as an action the adoption of measures that promote the establishment of a plan to improve the Quality of employment in terms of stability, security and equality.</p> <p>Committed to the transparency of this type of information, FIBAO publishes on its transparency portal a salary scale for management staff and research and support staff that can be consulted publicly.</p> <p>Since mid-2017, ibs.GRANADA, through its management entity FIBAO, has been working with the rest of the Andalusian Public Foundations for Research Management to approve a Collective Agreement that regulates the working conditions of the staff of the themselves. Although this Agreement has not yet been signed, its negotiation is well advanced.</p>	
27. Gender balance	+/-	<p>ibs.GRANADA, through its management entity FIBAO, has launched a process of integrating equal opportunities between women and men in its organization through the development of an Equality Plan. The specific objectives of the Equality Plan include "Favoring the access and promotion of women and men under equal conditions" and "Increasing the presence of women in positions and levels in which they are under-represented." For this, the Plan presents an intervention axis of "EQUALITY IN ACCESS</p>	<ul style="list-style-type: none"> • Promote equality criteria in all internal and external bodies or committees of the Institute (from the Governing Council to the different Commissions). • Review and update of the Equality Plan.

		<p>AND PROFESSIONAL DEVELOPMENT" that includes the following actions:</p> <ul style="list-style-type: none"> • Systematization of procedures for the temporary provision of jobs for the incorporation of the principle of equality throughout the process of provision of jobs. • Development of positive actions aimed at promoting the presence of women and men in all positions by ensuring equal composition in the selection processes and preference, under equal conditions, for hiring the less represented sex. <p>On the other hand, ibs.GRANADA is committed to Responsible Research and Innovation policies, developed in six fundamental axes, including gender in research.</p>	
28. Career development	-/+	<p>ibs.GRANADA, with FIBAO as its managing entity, as a research center dependent on the Andalusian Public Health System (SSPA), adheres to the definition of the research career itinerary for professionals who are fully dedicated to research in health and SSPA investigation. This itinerary differentiates the following stages of the research career: Pre-Doctoral Stage; Postdoctoral stage; Pre-Consolidation and Consolidation. This classification aims to inform and guide the professional development of dependent researchers throughout their professional career. Likewise, the ibs.GRANADA HR Plan includes the different stages of the research</p>	<ul style="list-style-type: none"> • Development and implementation of the Projected Mentoring Plan.

		<p>career that corresponds to the classification of the European Commission (R1-R4).</p> <p>ibs.GRANADA has a Training Plan for the 2023 period and, annually, the Institute carries out an annual Training Plan with the training offer of activities to be carried out in the next period. The Training Plan is actively disseminated and is available through the Institute's website.</p> <p>The Training Plan contemplates the development of a Tutelage Program for Emerging Groups. Within the framework of this Program, the Institute will promote, under its Internal Operating Regulations, the identification and development of groups involved in biomedical research belonging to its different spheres of influence: University of Granada, Virgen de las Nieves University Hospitals and San Cecilio Clinic and rest of the health system of the province. Likewise, individual researchers who, due to their profile, can be considered emerging, will be identified within the entities integrated in the Institute, developing initiatives that allow their incorporation. These researchers will be supervised by the Coordinator of the Area to which they are assigned and/or the Responsible Researchers to whom they delegate.</p> <p>Lastly, ibs.GRANADA has a Talent Recruitment Plan whose objectives are to boost the recruitment and promote the retention and promotion of the Institute's research talent. One of the actions that includes the following actions:</p>	
--	--	--	--

		<ul style="list-style-type: none"> • Design of a mentoring plan and designation of mentors for research staff in training. • Design and implementation of a professional research career model within ibs.GRANADA, and development of the Institute's own program that facilitates the promotion of researchers recruited by it, especially in the case of emerging researchers. 	
29. Value of mobility	+/-	<p>As part of its commitment to mobility, the ibs.GRANADA Training Plan, which has FIBAO as its managing entity, contemplates the specific objective of developing a mobility program whose objective is to favor the professional development of ibs.GRANADA researchers at its different levels: consolidated researchers, postdoctoral, in training and predoctoral, residents and health personnel. Through this program, specialized theoretical-practical training is provided in new techniques and methods or accreditations that require the ibs.GRANADA member to travel to another center, and also those courses taught by an external institution that cannot be supplied by ibs.GRANADA or the institutions that form it due to their specialization. Special attention will be paid to emerging researchers and those with the potential to generate new research groups. For this, mobility will be promoted to carry out stays in external, national and foreign centers that will be supported by external financing initiatives. As an example, through the ARQUS program of the University of</p>	<ul style="list-style-type: none"> • Promote the development of alliances and collaborations with other centers/institutions at a national and international level to facilitate access to mobility stays. • Increase the external visibility of the Institute to promote the mobility of research staff.

		<p>Granada, training support is offered for the mobility and internationalization of researchers in training related to this Institution.</p> <p>In this line, ibs.GRANADA has an Internationalization Plan that contemplates the strategic objective "Promote a system of training, exchange and international mobility" which includes additional actions to promote the mobility of the Institute's staff. This Plan includes indicators that assess the mobility of research staff.</p> <p>In addition, as a sign of its commitment to mobility, ibs.GRANADA has published in its HR Plan the different sources of funding available to researchers according to the stage of their professional career to carry out stays in international centers.</p> <p>Finally, ibs.GRANADA is committed to inter-group mobility both within and outside the Institute's framework, including in its training program a plan for the exchange of researchers both with groups from external centers and with groups from different areas of the Institute.</p>	
30. Access to career advice	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, as a research center dependent on the Andalusian Public Health System, adheres to the definition of the research career itinerary for professionals who are fully dedicated to research in health centers and investigation of the SSPA. This itinerary differentiates the following stages of the research career: Pre-</p>	<ul style="list-style-type: none"> • Development and implementation of the Projected Mentoring Plan.

		<p>Doctoral Stage; Postdoctoral stage; Pre-Consolidation and Consolidation. This classification aims to inform and guide the professional development of dependent researchers throughout their professional career. Based on this itinerary, the ibs.GRANADA HR Plan presents the different funding channels available at a regional, national and European level according to the stage of the research career. This plan is disseminated and accessible to personnel that make up the institute through its website.</p> <p>ibs.GRANADA has a Talent Recruitment Plan whose objectives are to boost the recruitment and promote the retention and promotion of the Institute's research talent. One of the actions that includes the following actions:</p> <ul style="list-style-type: none"> • Design of a mentoring plan and designation of mentors for research staff in training. • Design and implementation of a professional research career model within ibs.GRANADA, and development of the Institute's own program that facilitates the promotion of researchers recruited by it, especially in the case of emerging researchers. <p>ibs.GRANADA has a Program for the Tutelage of Emerging Groups. Within the framework of this Program, the Institute will promote, under its Internal Operating Regulations, the identification and development of groups involved in biomedical research belonging to its</p>	
--	--	---	--

		<p>different spheres of influence: University of Granada, Virgen de las Nieves University Hospitals and San Cecilio Clinic and rest of the health system of the province. These researchers will be supervised by the Coordinator of the Area to which they are assigned and/or the Responsible Researchers to whom they delegate.</p>	
31. Intellectual Property Rights	+/+	<p>ibs.GRANADA, with FIBAO as its managing entity, manages and coordinates the Research of all the research groups of each of its Scientific Areas, being one of its priority interests that the transfer of the knowledge generated in its Research groups in the business and biosanitary field. Within ibs.GRANADA, the Innovation and Technology Transfer Platform works in coordination with the SSPA Research Results Transfer Office (OTT-SSPA) and with the University of Granada Research Results Transfer Office (OTRI). -UGR) and is entrusted with sufficient capacities for the management, identification, processing, protection and translation of the knowledge generated in the Institute.</p> <p>The Innovation and Technology Transfer Platform is aimed at promoting the culture of innovation and transfer among the professionals of the Institute, assuming a proactive role of support and management in the protection of results. This platform is responsible, among other aspects, for providing advice and administrative processing of Industrial and Intellectual Property</p>	<ul style="list-style-type: none"> • Update the welcome manual for new researchers (include reference to the Guide to Good Practices in Research).

		<p>registrations to the personnel that make up the Institute.</p> <p>ibs.GRANADA has a Translation and Innovation Plan which includes the usual policies and practices for transferring results to clinical practice and the productive sector. Lastly, the ibs.GRANADA Guide to Good Practices in Research includes the intellectual and industrial property rights and commercial exploitation of the results of the research carried out within the framework of the Institute. Both the Transfer and Innovation Plan and the Guide to Good Practices are available to all staff through the website.</p>	
32. Co-authorship	+/-	<p>Through its website, ibs.GRANADA, which has FIBAO as its managing entity, has published the document "NORMS OF CITATION IN PUBLICATIONS FOR RESEARCHERS ATTACHED TO ibs.GRANADA" where instructions are collected to include the signature and institutional credits in scientific publications.</p> <p>As a sign of its commitment to making it easier for researchers to publish their results, the Institute's Guide to Good Practices in Research has included the section on Communication of Results where the guidelines for defining the authorship of scientific papers are presented. , publication practices and the preparation of the annual activity report that compiles and expresses all the research activity carried out at the Institute. This text is disseminated and accessible to all personnel that make up the Institute and includes guidelines to promote</p>	<ul style="list-style-type: none"> • Promote the use of the ORCID open access platform to register all personnel involved in research publications. • Adapt the annual scientific reports to include at least the following points: Resources, Economic Data, Research Activity, Platforms/Infrastructures, and Communication.

		<p>co-authorship and ensure that all researchers can enjoy their rights to publish their results and be recognized for their work.</p> <p>The annual scientific reports of ibs.GRANADA, in addition to collecting scientific activity, reflect the authorship and co-authorship of the articles and patents published.</p> <p>Lastly, as a Health Research Institute accredited by the ISCIII, ibs.GRANADA annually collects a series of bibliometric indicators that allow the Institute's scientific publications and patents to be monitored.</p>	
33. Teaching	-/+	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Training Plan that includes training activities in various formats, which are largely taught by the research staff attached to the Institute. In this way, there is a close collaboration between teaching and research activity.</p> <p>For example, the Training Plan contemplates as actions the participation of the Institute's staff in the development of a research training program aimed at Resident Doctors, and the participation in the ibs.GRANADA Continuing Training Program for Research Staff.</p> <p>In addition, the Training Plan proposes promoting the involvement of ibs.GRANADA staff in undergraduate training and Vocational Training through the following actions:</p> <ul style="list-style-type: none"> • Collaborate in the organization of specific seminars/conferences aimed 	<ul style="list-style-type: none"> • Assess the possibility of including training activities in teaching and outreach within the training program of the institute. Also training in scientific communication. • Update the scorecard of the Training Plan to evaluate the training activities linked to dissemination to society.

		<p>at undergraduate students on strategic topics for ibs.GRANADA.</p> <ul style="list-style-type: none"> • Participation of researchers from ibs.GRANADA in the direction of Final Degree Projects. • Promote internships for undergraduate and Vocational Training students in ibs.GRANADA research groups. • Researchers who join ibs.GRANADA are offered the opportunity to actively participate in teaching at the University of Granada, both undergraduate and postgraduate. <p>The Training Plan contemplates a system for registering and evaluating activities based on monitoring indicators that measure, among other aspects, the participation of the research staff in them and their satisfaction with the training received (to be evaluated through surveys of satisfaction).</p>	
34. Complains/ appeals	-/+	<p>The professionals of ibs.GRANADA, which has FIBAO as its managing entity, and the general public have two main participation channels:</p> <ul style="list-style-type: none"> • A suggestion box on the ibs.GRANADA website. • Satisfaction surveys that can be accessed through the Institute's website. All ibs.GRANADA management personnel include a link 	<ul style="list-style-type: none"> • Update the welcome manual for new researchers (include reference to the suggestion box and the non-conformity procedure).

		<p>to the satisfaction survey in their signature footer.</p> <p>In addition, ibs.GRANADA has a Quality and Knowledge Management Unit whose function is to know, evaluate and value the activities and management processes of ibs.GRANADA, using this knowledge to improve the service and efficiency of the institution. in order to facilitate strategic decision making. Among other services, this Unit is responsible for processing complaints, incidents and suggestions (non-conformities).</p>	
35. Participation in decision-making bodies	+/+	<p>Through its Integration Plan, ibs.GRANADA, with FIBAO as its managing entity, tries to promote and consolidate the institutional integration of the different entities that form part of the Institute. All the entities that make up ibs.GRANADA carry out the commitments acquired in the Institute's Constitution Agreement. ibs.GRANADA ensures the attendance and participation in the Commissions of the Institute of the representatives of the institutions that are part of it, including the Technical Managers of the Platforms and of the management structure, the head of the Quality Unit, representatives from the scientific area, representatives of researchers in training, hospital research managers, etc. Likewise, the managing entity, FIBAO, participates in the research commissions where the researchers of each center are represented. On the other hand, ibs.GRANADA promotes alignment in the research and innovation strategies or policies of the Institutions that make up the Institute, in</p>	

		<p>accordance with the strategic objectives defined in the 2019-2023 Strategic Plan.</p> <p>ibs.GRANADA has a Strategic Plan for the period 2019-2023, disseminated to all the personnel that make up the Institute and available through the institutional website. In addition, the institutional website has a tab where all the documentation related to the institutional strategy is posted.</p>	
36. Relation with supervisors	-/+	<p>ibs.GRANADA, with FIBAO as its managing entity, as a Health Research Institute accredited by the ISCIII, has monitoring indicators to measure the evaluation of young researchers. The tutoring of researchers in training (R1) is carried out at an individual level and is the responsibility of the thesis/master tutors. Although this tutoring is not regulated, the requirements established by the thesis/master's program are met.</p> <p>ibs.GRANADA has a Training Plan that includes the training activities for the period 2019-2023 and whose specific objectives include developing a Tutelage Plan for Emerging Groups. This Plan contemplates the promotion of the development of existing emerging groups through the effective tutoring of said groups, offering them methodological support and advice in the preparation of their own research projects.</p> <p>Likewise, ibs.GRANADA has a Talent Recruitment Plan whose objectives are to</p>	<ul style="list-style-type: none"> • Development and implementation of the projected Mentoring Plan.

		<p>boost the recruitment and promote the retention and promotion of the Institute's research talent. One of the actions that it includes to achieve it is the design of a mentoring plan and the designation of mentors for research staff in training.</p>	
37. Supervision and managerial duties	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Human Resources Plan for the period 2019-2023 which includes the classification of researchers according to European regulations (R1-R4).</p> <p>As part of the Institute's commitment to encourage the participation of research staff in supervision and tutoring activities, the Training Plan includes as an action to encourage the participation of ibs.GRANADA researchers in the direction of Final Degree Projects. Likewise, among the specific objectives of said Plan is to develop a Tutelage Plan for Emerging Groups, which contemplates the promotion of the development of existing emerging groups through the effective tutoring of said groups, offering them methodological support and advice in the elaboration of their own research projects.</p> <p>On the other hand, the Institute's Talent Recruitment Plan aims to boost the recruitment and promote the retention and promotion of the Institute's research talent. One of the actions included for its achievement is the design of a Mentoring Plan and appointment of mentors to the research staff in training.</p>	<ul style="list-style-type: none"> • Development and implementation of the projected Mentoring Plan.

<p>38. Continuing Professional Development</p>	<p>+/+</p>	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Training Plan for the 2019-2023 period that includes training activities in different formats (courses, workshops, scientific conferences, scientific seminars, etc.) for all staff, from management and research, of the centers that make up the Institute. The actions included in the Plan include the assessment of the implementation of an online training system using ICT tools, or relying on existing platforms in the SSPA that could provide support (eg IAVANTE, EASP).</p> <p>This Training Plan has been developed taking into account the training needs of its three recipients through the methodology described in the Plan itself: the Institute's own staff (researchers at any stage of their professional career and technical and administrative staff), healthcare environment staff and academic to which the sphere of influence of the Institute and society in general extends.</p> <p>In order to create a real awareness of training work in the network within the Institute, the training activities are collected in a tool developed for this purpose and located on the Institute's website that allows: a) reporting on the Institute's Training Plan. b) access the list of training activities. c) record the activity carried out, both by the students and the teaching staff, depending on the case. d) access the documentation related to the operation of the Training and Postgraduate Plan. e) link to other web pages of the ibs.GRANADA institutions with training content.</p>	
--	------------	--	--

		<p>The Training Plan contemplates a system for registering and evaluating activities based on monitoring indicators that measure, among other aspects, the participation of the research staff in them and their satisfaction with the training received (to be evaluated through surveys of satisfaction).</p> <p>On the other hand, the Training Commission of the FIBAO Works Committee manages a fund that allows training courses to be partially financed for staff and promotes the carrying out of training activities of general interest (data protection, English language, of Excel, etc.). Likewise, the Network of Research Management Foundations of the Andalusian Public Health System, of FIBAO, is part of, develops a Training Plan that applies to its member entities.</p>	
39. Access to research training and continuous development	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a Training Plan that includes training actions aimed at all of the Institute's own staff, both the research staff who must maintain a continuous training and improvement activity, and the research staff in training that must develop both methodological and technical training activities, as well as updating and deepening in their specific field of specialization. Likewise, technical personnel and administrative personnel for activities aimed at training in scientific management are considered recipients of this Plan. The activities included in the Training Plan have been developed taking into consideration the training needs detected by these actors. All</p>	<ul style="list-style-type: none"> • Include in the training offer of the ibs.GRANADA: Postgraduate programs to contribute to the promotion of strategic and emerging lines and support and integration of the different researchers, groups and entities that make up the institute; training in cross-cutting leadership skills in science, communication with clinical and health decision-makers and social actors; specialized technical training aimed at the professionals of the support units; Guardianship actions aimed at emerging research centers and groups that are part of the institute or its environment; training activities on scientific communication aimed at non-

		<p>these training activities developed by ibs.GRANADA are published on the institutional website through the “TRAINING” portal.</p> <p>On the other hand, the ibs.GRANADA Talent Recruitment Plan aims to boost the recruitment and promote the retention and promotion of the Institute's research talent. Among the actions contemplated in the Plan is the design and implementation of a professional research career model within ibs.GRANADA, and the development of the Institute's own program that facilitates the promotion of researchers.</p> <p>Both in the case of the Training Plan and the Talent Recruitment Plan, the measures contemplated for these purposes include monitoring indicators that guarantee the evaluation of their effectiveness.</p>	<p>scientific key actors; training activities on the mechanisms for transferring to care practice; training activities on participation and co-creation in scientific research or other ways of opening participation in research to non-scientific key actors.</p>
40. Supervision	+/-	<p>ibs.GRANADA, with FIBAO as its managing entity, has a well-defined scientific structure based on the existence of a Governing Council as the main governing body and a management team made up of the Scientific Director, the Scientific Vice-directorate of R+ Strategy D, the Scientific Training Vice-directorate and the Management. This organizational structure is available on the Institute's website through the corresponding organization chart.</p> <p>The ibs.GRANADA Talent Recruitment Plan contemplates as a specific action the design of a Mentoring Plan based on the appointment of mentors to research staff in training. The selection and subsequent assignment of</p>	<ul style="list-style-type: none"> • Prepare a welcome manual for new researchers. • Development and implementation of the projected Mentoring Plan.

		mentors would be carried out among the senior or emerging researchers of the corresponding research groups in which the new researchers will be incorporated. This will be complemented with the corresponding ibs.GRANADA Training Plan.	
--	--	---	--