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**THE HUMAN RESOURCE STRATEGY FOR
RESEARCHERS (HRS4R)**

INESAN – ACTION PLAN

TEMPLATE 4: ACTION PLAN

Proposed ACTIONS	GAP Principle(s)	Timing	Responsible Unit	Indicator(s) / Target(s)
Establishment of PR Coordinator and new website for the purpose of informing general public of the Institute activities	9	1H 2020	HR / HR Coordinator	New website shall be introduced in the near future / PR coordinator position will be established
Strengthen the dissemination of results through publications, workshops, conferences	8,9	2H 2020–2H 2022	COO	New articles and publications written in the English language / attendance at workshops, conferences
Revision of standards and recruitment processes	12, 13, 14, 15, 16	2020	HR / HR Coordinator	Significant updates in the Strategy of Development of Human Resources to be made / -
Strengthen the evaluation and appraisal system of employees	11	2021	COO / HR Coordinator	Framing of Strategy for Evaluation of Research Workers / Reviewing of Career code and wage regulation
Setting of work conditions standards in both on the workplace and off the workplace	24	2H 2020	HR / HR Coordinator	Framing of Strategy for Coordination of Work and Personal Life, modification of Career code, regulations and Working rules / -
Comprehensive processing and formulation of system of organization benefits and motivation tools	26	1H 2020	COO / HR Coordinator	Grounding of beneficial system and motivation tools into the Strategy of Development of Human Resources / Seminar for all the employees on introduction of the system
Improving of organization standards and directions in terms of appeals and complaints	34	2021	HR / HR Coordinator	Embracing of new policies to the Ethical code and internal regulations / Professional training for HR Coordinator regarding solving of workplace appeals or complaints
Organization of workshops and other models of scientific specialization	38	1H 2022	HR / HR Coordinator	- / 3 workshops of scientific specializations for all employees
To organize a training for management	38, 39	2H 2021	HR / HR Coordinator	- / 3 training for selected participants (at least 2) for potential positions in management