

TEMPLATE 1 – GAP ANALYSIS - PROCESS

Case number: 2024RO143134

Name Organisation under review: National Institute for Research and Development on Marine Geology and Geo-ecology

Organisation's contact details: Adrian STĂNICĂ, Director General, Email: astanica@geoecomar.ro, Tel / Fax +40 21 2522594, Str. Dimitrie Onciu 23-25, sector 2, 024053, Bucharest, Romania.

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PROCESS

The HRS4R process must engage all management departments directly or indirectly responsible for researchers' HR-issues. ¹ These will typically include the Vice-Rector for Research, the Head of Personnel, and other administrative staff members. In addition, the HRS4R strategy must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4², as well as appoint a Committee overseeing the process and a Working Group responsible for implementing the process.

Please provide the name, the position and the management line/ department of the persons who are directly or indirectly engaged in the HRS4R process in your organisation:

Name	Position	Management line/ Department
Steering Committee		
Adrian Stănică	Director General	Top Management
Mihaela-Carmen Melinte	Scientific Director	Scientific Research and Development Department
Ana Olteanu	Economic Director	Management line
Ștefan-Nabi Florescu	Director	Operation and Maintenance of Research Vessels Department
Dan Vasiliu	Branch Manager	Constanța Branch
Gheorghe Ungureanu	Head office	Director Dep. Danubius-RI
Vlad Rădulescu	Head office	„IOSIN EMSO-EUXINUS” Department
Florentina Gheorghiuță	Legal Adviser	Legal Department
Adrian-Mihai Câmpurean	Advisor	Technology transfer and innovation Department
Daniela Vasile	Head office	Project Management Department
Bianca-Alina Pavel	President	GeoEcoMar Union
Luminița Grigore	HR Inspector	Human Resources Office

The term 'Human Resources' is used in the largest possible sense, to include all researchers (Frascati definition: Proposed Standard Practice for Surveys on Research and Experimental Development, Frascati Manual, OECD, 2002) disregarding the profile, career 'level', type of contract etc. etc.

Working group		
Corina Avram	Researcher/Quality Manager	Geological Storage of CO ₂ Team/Management Systems Department
Oana Dobre	Researcher	Impact Studies Team
Constantin Lazăr	Researcher	Bathymetry and Seismo-acoustic Team
Vlad Apotrosoaiei	Researcher	Bathymetry and Seismo-acoustic Team
Gabriel Ion	Researcher	Bathymetry and Seismo-acoustic Team
Laura Duțu	Researcher	Hydrology Team
Andrei Briceag	Researcher	Palaeoecology, Palaeogeography and Palaeobiology Team
Tatiana Begun	Researcher	Biology-Ecology Team
Irina Dinu	Researcher	Interdisciplinary researches and coastal management Team
Irina Catianis	Researcher	Interdisciplinary research of deltaic and lacustrine environments Team
Iulian Pojar	Researcher	Mineralogy and Granulometry Team
Albert Scrieciu	Researcher	Interdisciplinary researches of the Fluvial Environment Team
Alexandra Dudu	Researcher	CO ₂ Geological Storage Team
Sorin Balan	Researcher	Geochemistry Team
Irina Stanciu	Researcher	Gravimetry-Magnetometry Team
Gabriel Iordache	Researcher	Environmental Geophysics and Geoarchaeology Team
Selma Menabit	Researcher	Geology and Marine Geoecology-Oceanography Team
Șuvăilă Rareș	Researcher	Palaeoecology, Palaeogeography and Palaeobiology Team
Gianina Răchită	Economist	Public Procurement Department

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4³, as well as appoint a Committee overseeing the process and a Working Group responsible for the implementation of the HRS4R process.

Provide information on how the above groups were involved in the GAP-analysis:

*Stakeholder group	*Consultation format	Outcomes
The scientific community within GeoEcoMar (researchers R1-R4, and	The reference group considered was the research and development (RD) staff within the institute. In order to maximize the number of respondents, a sample selected based on availability criteria was	The aim of the research was to investigate the opinions of the RD staff on current policies to approach research careers at institutional level. The design of the questionnaire was based on the principles that the Charter and

For a description of R1-R4, see

<https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors>

<p>technical-administrative staff involved in research projects)</p>	<p>chosen. The unit of selection was the employee. The disseminating way of the questionnaire: the e-mail. Data collection was carried out between April 12 and May 20, 2024. The total volume of the resulting sample consists of 70 respondents, representing 86.41% of the institute's total RD staff.</p>	<p>the European Code mentions and promotes as recommendations in the strategic approach of the research career.</p> <p>For each chapter, specific questions were developed that operationalize the 40 principles integrated in the Charter and Code, the resulting questionnaire including 32 questions. The questionnaire had the following specific objectives:</p> <ol style="list-style-type: none"> 1. Identifying the respondents' views on the recruitment process and selection held at the institute level; 2. Assessing the research staff perceptions on the working conditions provided by the institute; 3. Identifying the opinions expressed in relation to the current training perspective and professional development that GeoEcoMar offers to researchers, regardless of their career level; 4. Identifying the respondents' perspective on the compliance policies ethical principles in the research activity in GeoEcoMar. <p>70 respondents out of a total of 81 researchers participated in the survey (R1-R4). The answers analysis consisted of the assessment of the concordance between the current practice within the institute and the principles of the European Charter of Researchers and the Code of conduct for the recruitment of researchers, being particularly useful in the elaboration of the analysis GAP, respectively of the Action Plan (Action Plan).</p>
<p>Steering Committee and Working Group for the preparation of documentation to obtaining the</p>	<p>Informal meetings. Regular briefings of the Steering Committee and the Scientific Council</p>	<ol style="list-style-type: none"> 1. The two groups were designated by the decision of the General Manager no. 33/02.04.2024 and 34/02.04.2024. 2. Elaborating during 12.04.2024 – 20.05.2024 the Questionnaire regarding the consultation of the GeoEcoMar community of researchers.

<p>HR Excellence in Research award from the European Commission</p>		<p>3. Analysis of the correlations between the questions of the questionnaire, carried out between 03.06.2024 and 28.06.2024.</p> <p>4. Creation and completion of the Report resulting from the consultation of researchers regarding the implementation of the principles of the Charter and the European Code of Researchers, between 26.08.2024 and 20.09.2024.</p> <p>5. Carrying out and completion of the GAP Analysis during 23.09.2024 and 18.10.2024.</p> <p>6. Carrying out and completion - 01.11.2024 – 30.11.2024 of OTM-R.</p> <p>7. Implementation and completion of the Action Plan - 01.11.2024 – 30.11.2024.</p> <p>8. Analysis of the consistency between the elaborated documents and their final corrections - 03.12.2024 - 16.12.2024.</p>
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Please describe how was appointed the Committee overseeing the process:

Free text 200 words maximum

The appointment of the Supervisory Committee was made by consulting the members of the Scientific Council and was made concrete by the Decision of the Director General (33/02.04.2024). Thus, the Supervisory Committee is made up of the first line of management and those who lead the community of researchers in the institute: General Director, Scientific Director, Economic Director, Branch Director, Operation and Maintenance of Research Vessels Department Director, Danubius-RI Department Director, Euxinus Department Director, Legal Adviser, Technological Transfer and Innovation Compartment Responsible, Head of Human Resources Office. They analyzed the documents generated by the Working Group (appointed by decision 34/2024), and the documents were presented and validated at informal working meetings of the Scientific Council.

Please describe how was appointed the Working Group responsible for the implementation of the HRS4R process:

Free text 200 words maximum

The working group, established according to the decision of the General Director no. 34/2024, has initiated the activities leading to the obtaining of the Excellence Diploma for Human Resources by developing the Questionnaire regarding the perspective on a research career, in accordance with the accepted principles of the Charter and Code of Conduct. The analysis of the responses to the questionnaire was carried out by the working group through successive meetings, resulting in a report. The report served as input for the development of the GAP analysis and the Action Plan, thus resulting in the first versions of these documents. The development of the GAP analysis was based on provisions from applicable national legislation, internal provisions of the National Institute for Research and Development in Geology and Marine Geoecology - GeoEcoMar's Strategic Development Plan (2022 – 2027), the Human Resources Strategy, the valid Collective Labor Agreement of GeoEcoMar, as well as internal procedures and regulations. The final versions of the HRS4R documents were reviewed by the Working Group between 03.12.2024 and 16.12.2024 and approved by the Scientific Council.