

# The European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers

## A Human Resources Strategy for Researchers incorporating the Charter and Code

### I. ETHICAL AND PROFESSIONAL ASPECTS

<b>1. Research freedom</b> Researchers should focus their research for the good of mankind and for expanding the frontiers of scientific knowledge, while enjoying the freedom of thought and expression, and the freedom to identify methods by which problems are solved, according to recognised ethical principles and practices. Researchers should, however, recognise the limitations to this freedom that could arise as a result of particular research circumstances (including supervision/guidance/management) or operational constraints, e.g. for budgetary or infrastructural reasons or, especially in the industrial sector, for reasons of intellectual property protection. Such limitations should not, however, contravene recognised ethical principles and practices, to which researchers have to adhere.			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
1. <a href="#">Higher Education Law</a> Art. 4.1-4.3 2. <a href="#">Copyright and Related Rights Law</a> 3. <a href="#">Industrial Property Law</a> 4. <a href="#">Breach of Discipline of Public Finances Law</a>	1. <a href="#">Statute of Silesian University of Technology</a> ch. II §7, I § 3 pt.2 2. <a href="#">Internal resolution on IPR</a> 3. <a href="#">Internal resolution on research infrastructure exploitation</a> 4. <a href="#">Internal regulation on financial controlling with amendments</a>	No action required	-
<b>2. Ethical principles</b> Researchers should adhere to the recognised ethical practices and fundamental ethical principles appropriate to their discipline(s) as well as to ethical standards as documented in the different national, sectoral or institutional Codes of Ethics.			
1. <a href="#">Principles of research funding Law</a> art. 12 2. <a href="#">Higher Education Law</a> art.139, 144, 144a	1. <a href="#">Internal resolution on code of academic ethics</a> 2. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a> - procedure PU6	No action required	-
<b>3. Professional responsibility</b> Researchers should make every effort to ensure that their research is relevant to society and does not duplicate research previously carried out elsewhere. They must avoid plagiarism of any kind and abide by the principle of intellectual property and joint data ownership in the case of research carried out in collaboration with a supervisor(s) and/or other researchers. The need to validate new observations by showing that experiments are reproducible should not be interpreted as plagiarism, provided that the data to be confirmed are explicitly quoted. Researchers should ensure, if any aspect of their work is delegated, that the person to whom it is delegated has the competence to carry it out.			
1. <a href="#">Higher Education Law</a> art. 139-150 2. <a href="#">Unfair Competition Law</a>	1. <a href="#">Internal resolution on code of academic ethics</a> 2. <a href="#">Internal resolution on IPR</a> 3. <a href="#">Internal resolution on research infrastructure exploitation</a> 4. SUT patent database PATLIB (more at <a href="http://www.citt.polsl.pl/PatLib">http://www.citt.polsl.pl/PatLib</a> ) 5. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a> 6. Call/grant application documents	<b>1. Implementation of a regulation regarding training on Intellectual Property Rights</b> (including trainings to promote the practice of a broad analysis of the state-of-the-art, using PATLIB database)	1. December 2016/ITTC

<b>4. Professional attitude</b> Researchers should be familiar with the strategic goals governing their research environment and funding mechanisms, and should seek all necessary approvals before starting their research or accessing the resources provided. They should inform their employers, funders or supervisor when their research project is delayed, redefined or completed, or give notice if it is to be terminated earlier or suspended for whatever reason.			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> Art. 6, 13, 17 i 66</li> <li><a href="#">Principles of research funding Law</a></li> <li><a href="#">Public Finance Law</a></li> <li><a href="#">Breach of Discipline of Public Finances Law</a></li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Internal resolution on SUT development strategy for 2012-2020</a></li> <li>Faculty strategies</li> <li><a href="#">Statute of Silesian University of Technology</a> § 8-10</li> <li><a href="#">Internal regulation on strategic management system</a></li> <li><a href="#">Internal regulation on project management system</a></li> <li><a href="#">Internal regulation on power of attorney and delegating powers</a></li> </ol>	No action required	
<b>5. Contractual and legal obligations</b> Researchers at all levels must be familiar with the national, sectoral or institutional regulations governing training and/or working conditions. This includes Intellectual Property Rights regulations, and the requirements and conditions of any sponsor or funders, independently of the nature of their contract. Researchers should adhere to such regulations by delivering the required results (e.g. thesis, publications, patents, reports, new products development, etc) as set out in the terms and conditions of the contract or equivalent document.			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> Art. 111, 118-122, 130</li> <li><a href="#">Labour Code</a> ch.II, part IV, ch.II art. 100</li> <li><a href="#">Law on academic degrees and titles</a></li> <li><a href="#">Copyright and Related Rights Law</a></li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Statute of Silesian University of Technology</a> § 105-109a</li> <li><a href="#">Internal regulation on doctoral study rules</a></li> <li><a href="#">Internal resolution on IPR</a></li> <li><a href="#">Internal resolution on research infrastructure exploitation</a></li> <li><a href="#">Internal regulation on project management system</a></li> <li><a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	<b>1. Implementation of a regulation regarding training on Intellectual Property Rights</b> <i>(including organisation of IPR protection and commercialisation trainings for researchers)</i>	<ol style="list-style-type: none"> <li>December 2016/ITTC</li> </ol>
<b>6. Accountability</b> Researchers need to be aware that they are accountable towards their employers, funders or other related public or private bodies as well as, on more ethical grounds, towards society as a whole. In particular, researchers funded by public funds are also accountable for the efficient use of taxpayers' money. Consequently, they should adhere to the principles of sound, transparent and efficient financial management and cooperate with any authorised audits of their research, whether undertaken by their employers/funders or by ethics committees. Methods of collection and analysis, the outputs and, where applicable, details of the data should be open to internal and external scrutiny, whenever necessary and as requested by the appropriate authorities.			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> art.139-150</li> <li><a href="#">Public Finance Law</a></li> <li><a href="#">Breach of Discipline of Public Finances Law</a></li> <li><a href="#">Financial management of public universities</a></li> <li><a href="#">Governmental Organisation Control Law</a> art.1</li> <li><a href="#">Labour Code</a> art. 114-122</li> <li><a href="#">Civil Code</a></li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Internal regulation on financial controlling with amendments</a></li> <li><a href="#">Internal regulation on SUT financial management</a></li> <li><a href="#">Statute of Silesian University of Technology</a> part III, ch. VI and part IV, ch. IV, VI</li> <li><a href="#">Internal regulation on project management system</a></li> <li><a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	<b>1. Modification of the ordinance on the Projects Management System</b> <i>in the scope of introducing an agreement with the Project Manager defining his/hers responsibility for the ongoing project</i>	<ol style="list-style-type: none"> <li>March 2017/PMC</li> </ol>
<b>7. Good practice in research</b> Researchers should at all times adopt safe working practices, in line with national legislation, including taking the necessary precautions for health and safety and for recovery from information technology disasters, e.g. by preparing proper back-up strategies. They should also be familiar with the current national legal requirements regarding data protection and confidentiality protection requirements, and undertake the necessary steps to fulfil them at all times.			

<ol style="list-style-type: none"> <li>1. <a href="#">Labour Code</a> art. 100</li> <li>2. <a href="#">Occupational Safety and Health at Universities Law</a></li> <li>3. <a href="#">Personal Data Protection Law</a></li> <li>4. <a href="#">Database Protection Law</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal regulation on OSH</a> with amendments.: <a href="#">Zz 32/09/10</a>, <a href="#">Zz 1/10/11</a></li> <li>2. <a href="#">Internal regulation on OSH in laboratories and hazardous materials</a></li> <li>3. <a href="#">Internal regulation on management of resources safety system</a></li> <li>4. <a href="#">Internal regulation on SUT safety policy</a></li> <li>5. <a href="#">Internal regulation on electronic personal data processing management</a></li> <li>6. <a href="#">Internal regulation on register of internal safety procedures</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Creation of a central repository of protected works' results and regulations to use it</b></li> </ol>	<ol style="list-style-type: none"> <li>1. March 2018/ITTC</li> </ol>
<p><b>8. Dissemination, exploitation of results</b>  All researchers should ensure, in compliance with their contractual arrangements, that the results of their research are disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Senior researchers, in particular, are expected to take a lead in ensuring that research is fruitful and that results are either exploited commercially or made accessible to the public (or both) whenever the opportunity arises.</p>			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> art. 13 par.1.5), art. 111</li> <li>2. <a href="#">Copyright and Related Rights Law</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal regulation on SUT open access database "Repolis"</a></li> <li>2. <a href="#">Internal resolution on IPR</a></li> <li>3. <a href="#">Internal resolution on research infrastructure exploitation</a></li> <li>4. <a href="#">Internal resolution on SUT development strategy for 2012-2020</a></li> <li>5. <a href="#">Internal regulation on SUT Experts and Equipment database</a></li> <li>6. Grant and consortium agreements, external contracts</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Implementation of a regulation regarding training on Intellectual Property Rights</b></li> <li>2. <b>Modification of the criteria for employees evaluation</b> (<i>including bilingual information on experts in Experts database</i>)</li> </ol>	<ol style="list-style-type: none"> <li>1. December 2016/ITTC</li> <li>2. December 2016/RO</li> </ol>
<p><b>9. Public engagement</b>  Researchers should ensure that their research activities are made known to society at large in such a way that they can be understood by non-specialists, thereby improving the public's understanding of science. Direct engagement with the public will help researchers to better understand public interest in priorities for science and technology and also the public's concerns.</p>			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> Art. 13.1.5, art. 13.1.8)</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal regulation on SUT open access database "Repolis"</a></li> <li>2. <a href="#">Internal resolution on IPR</a></li> <li>3. <a href="#">Internal resolution on SUT development strategy for 2012-2020</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Modification of the criteria for employees evaluation</b> (<i>scoring activities popularizing science</i>)</li> </ol>	<ol style="list-style-type: none"> <li>1. December 2016/RO</li> </ol>
<p><b>10. Non discrimination</b>  Employers and/or funders of researchers will not discriminate against researchers in any way on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition.</p>			
<ol style="list-style-type: none"> <li>1. <a href="#">Constitution of RP</a> Art 32.1-2, Art. 33.1-2, ch II, Art. 11, 18, §3,chIIa, Art. 94</li> <li>2. <a href="#">Vocational Rehabilitation and Employment of the Disabled</a> Art.23a</li> <li>3. <a href="#">Law on employment promotion and labour market institutions</a> Art. 2a.</li> <li>4. <a href="#">Charter of Rights of the Disabled</a></li> <li>5. <a href="#">Implementation of EU equal treatment rules</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal work regulation at SUT</a> with amendments: <a href="#">PO 12/07/08</a>, <a href="#">Zz 62/08/09</a> - §4 sect. 3</li> <li>2. <a href="#">Internal regulation on equal treatment of men and women in employment</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Modification of the criteria for employees evaluation</b> (<i>in the field of non-discrimination of persons on parental or health leave</i>)</li> </ol>	<ol style="list-style-type: none"> <li>1. December 2016/RO</li> </ol>
<p><b>11. Evaluation/ appraisal systems</b></p>			

Employers and/or funders should introduce for all researchers, including senior researchers, evaluation/appraisal systems for assessing their professional performance on a regular basis and in a transparent manner by an independent (and, in the case of senior researchers, preferably international) committee.			
1. <a href="#">Higher Education Law</a> Art. 132, 111	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 98-103</li> <li>2. <a href="#">Internal regulation on academic teachers periodic assessment</a></li> <li>3. <a href="#">Internal regulation on academic teachers periodic assessment by students and post-graduates</a></li> <li>4. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	1. <b>Modification of the criteria for employees evaluation</b> ( <i>Scoring for spreading scientific awareness, mobility, increasing the importance of actions relevant to cooperation with industry and teaching, fitting the criteria for the position held</i> )	1. December 2016/RO

## II.RECRUITMENT

<b>12. Recruitment</b>			
Employers and/or funders should ensure that the entry and admission standards for researchers, particularly at the beginning at their careers, are clearly specified and should also facilitate access for disadvantaged groups or for researchers returning to a research career, including teachers (of any level) returning to a research career. Employers and/or funders of researchers should adhere to the principles set out in the Code of Conduct for the Recruitment of Researchers when appointing or recruiting researchers.			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> Art. 118-121</li> <li>2. <a href="#">Public Finance Law</a> art. 2 par 19</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 part III, ch. I, § 87-91</li> <li>2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Modification of the criteria for employees evaluation</b></li> <li>2. <b>Creation of website providing information on career development</b> (<i>contacts and information, where to look for announcements of vacancies and general requirements, about career path with references to the faculty pages</i>)</li> </ol>	<ol style="list-style-type: none"> <li>1. December 2016/RO</li> <li>2. December 2017/RO</li> </ol>
<b>13. Recruitment (Code)</b>			
Employers and/or funders should establish recruitment procedures which are open, efficient, transparent, supportive and internationally comparable, as well as tailored to the type of positions advertised. Advertisements should give a broad description of knowledge and competencies required, and should not be so specialised as to discourage suitable applicants. Employers should include a description of the working conditions and entitlements, including career development prospects. Moreover, the time allowed between the advertisement of the vacancy or the call for applications and the deadline for reply should be realistic.			
1. <a href="#">Higher Education Law</a> art. 118-121	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex. 4 part III, ch.I, § 87-91</li> <li>2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a></li> </ol>	1. <b>Creation of website providing information on career development</b>	1. December 2017/RO
<b>14. Selection (Code)</b>			
Selection committees should bring together diverse expertise and competences and should have an adequate gender balance and, where appropriate and feasible, include members from different sectors (public and private) and disciplines, including from other countries and with relevant experience to assess the candidate. Whenever possible, a wide range of selection practices should be used, such as external expert assessment and face-to-face interviews. Members of selection panels should be adequately trained should be realistic.			

1. <a href="#">Higher Education Law</a> art. 118-121	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a>	1. <b>Modification of the ordinance on researchers' recruitment</b> <i>(possibility of inviting committee representatives of other sectors and foreign experts)</i>	1. December 2017/RO
<b>15. Transparency (Code)</b> Candidates should be informed, prior to the selection, about the recruitment process and the selection criteria, the number of available positions and the career development prospects. They should also be informed after the selection process about the strengths and weaknesses of their applications.			
1. <a href="#">Higher Education Law</a> art. 118-121 2. <a href="#">Public Information Access Law</a> 3. <a href="#">Public Information Bulletin</a>	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 3. <a href="#">Internal regulation on professional requirements for academic teachers</a>	1. <b>Creation of website providing information on career development</b> <i>(containing contacts and information, where to look for announcements of vacancies and general requirements, about career path with references to the faculty pages)</i> 2. <b>Modification of the ordinance on researchers' recruitment</b> <i>(introducing general recruitment rules, announcement at Public Information Bulletin and Euraxess, researchers selection criteria and information about the strengths and weaknesses of their applications)</i>	1. December 2017/RO  2. December 2017/RO
<b>16. Judging merit (Code)</b> The selection process should take into consideration the whole range of experience of the candidates. While focusing on their overall potential as researchers, their creativity and level of independence should also be considered. This means that merit should be judged qualitatively as well as quantitatively, focusing on outstanding results within a diversified career path and not only on the number of publications. Consequently, the importance of bibliometric indices should be properly balanced within a wider range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, management of research and innovation and public awareness activities. For candidates from an industrial background, particular attention should be paid to any contributions to patents, development or inventions.			
1. <a href="#">Higher Education Law</a> art. 118-121	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 3. <a href="#">Internal regulation on documenting academic achievements of SUT staff</a>	1. <b>Creation of website providing information on career development</b> 2. <b>Modification of the ordinance on researchers' recruitment</b>	1. December 2017/RO  2. December 2017/RO
<b>17. Variations in the chronological order of CVs (Code)</b> Career breaks or variations in the chronological order of CVs should not be penalised, but regarded as an evolution of a career, and consequently, as a potentially valuable contribution to the professional development of researchers towards a multidimensional career track. Candidates should therefore be allowed to submit evidence-based CVs, reflecting a representative array of achievements and qualifications appropriate to the post for which application is being made.			

1. <a href="#">Higher Education Law</a> art. 118-121	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 3. <a href="#">Internal regulation on documenting academic achievements of SUT staff</a>	1. <b>Creation of website providing information on career development</b>	1. December 2017/RO
<b>18. Recognition of mobility experience (Code)</b> Any mobility experience, e.g. a stay in another country/region or in another research setting (public or private) or a change from one discipline or sector to another, whether as part of the initial research training or at a later stage of the research career, or virtual mobility experience, should be considered as a valuable contribution to the professional development of a researcher.			
1. <a href="#">Higher Education Law</a> art. 129 2. <a href="#">Foreign referrals and delegations for research educational and training purposes</a>	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91,annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 3. <a href="#">Internal resolution on conditions and procedures for foreign research, educational and training trips</a> 4. <a href="#">Internal regulation on instruction for foreign research, educational and training trips and financial provisions for eligible costs</a> 5. <a href="#">Internal regulation on conditions and procedures for foreign research, educational and training trips</a>	1. <b>Verification of the ordinance on work referrals and delegations</b> 2. <b>Modification of the criteria for employees evaluation</b> ( <i>recognition of mobility</i> ) 3. <b>Creation of website providing information on career development</b>	1. December 2017/IMO 2. December 2016/ RO 3. December 2017/RO
<b>19. Recognition of qualifications (Code)</b> Employers and/or funders should provide for appropriate assessment and evaluation of the academic and professional qualifications, including non-formal qualifications, of all researchers, in particular within the context of international and professional mobility. They should inform themselves and gain a full understanding of rules, procedures and standards governing the recognition of such qualifications and, consequently, explore existing national law, conventions and specific rules on the recognition of these qualifications through all available channels.			
1. <a href="#">Higher Education Law</a> Art. 118-121, art. 114-116	1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4 2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 3. <a href="#">Internal regulation on additional work contracts outside SUT and self-employment for academic teachers</a> 4. <a href="#">Internal regulation on conditions and procedures for foreign research, educational and training trips</a>	1. <b>Modification of the ordinance on researchers' recruitment</b> 2. <b>Modification of the criteria for employees evaluation</b> ( <i>recognition of international and professional mobility, the need to establishing criteria relating to the additional qualifications of researchers</i> )	1. December 2017/RO 2. December 2016/ RO
<b>20. Seniority (Code)</b> The levels of qualifications required should be in line with the needs of the position and not be set as a barrier to entry. Recognition and evaluation of qualifications should focus on judging the achievements of the person rather than his/her circumstances or the reputation of the institution where the qualifications were gained. As professional qualifications may be gained at an early stage of a long career, the pattern of lifelong professional development should also be recognised.			

1. <a href="#">Higher Education Law</a>	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4</li> <li>2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a></li> <li>3. <a href="#">Internal regulation on additional work contracts outside SUT and self-employment for academic teachers</a></li> <li>4. <a href="#">Internal regulation on conditions and procedures for foreign research, educational and training trips</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Creation of website providing information on career development</b></li> <li>2. <b>Modification of the criteria for employees evaluation</b></li> </ol>	<ol style="list-style-type: none"> <li>1. December 2017/RO</li> <li>2. December 2016/RO</li> </ol>
<b>21. Postdoctoral appointments (Code)</b> Clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and the objectives of such appointments, should be established by the institutions appointing postdoctoral researchers. Such guidelines should take into account time spent in prior postdoctoral appointments at other institutions and take into consideration that the postdoctoral status should be transitional, with the primary purpose of providing additional professional development opportunities for a research career in the context of long-term career prospects.			
1. <a href="#">Higher Education Law</a> Art. 120	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 87-91, annex 4</li> <li>2. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a></li> <li>3. <a href="#">Internal regulation on additional work contracts outside SUT and self-employment for academic teachers</a></li> <li>4. <a href="#">Internal regulation on conditions and procedures for foreign research, educational and training trips</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Creation of website providing information on career development</b></li> <li>2. <b>Modification of the criteria for employees evaluation</b></li> </ol>	<ol style="list-style-type: none"> <li>1. December 2017/RO</li> <li>2. December 2016/RO</li> </ol>

### III. WORKING CONDITIONS AND SOCIAL SECURITY

<b>22. Recognition of the profession</b> All researchers engaged in a research career should be recognized as professionals and be treated accordingly. This should commence at the beginning of their careers, namely at postgraduate level, and should include all levels, regardless of their classification at national level (e.g. employee, postgraduate student, doctoral candidate, postdoctoral fellow, civil servants).			
1. <a href="#">Higher Education Law</a> Art. 108, 110	1. <a href="#">Statute of Silesian University of Technology</a> , part IV ch. IV and ch V	1. <b>Modification of the ordinance on researchers' recruitment</b> <i>(recognition of doctoral studies as professional experience)</i>	1. December 2017/ RO
<b>23. Research environment</b> Employers and/or funders of researchers should ensure that the most stimulating research or research training environment is created which offers appropriate equipment, facilities and opportunities, including for remote collaboration over research networks, and that the national or sectoral regulations concerning health and safety in research are observed. Funders should ensure that adequate resources are provided in support of the agreed work programme.			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> Art. 13. 3 , Art. 86 pt.1</li> <li>2. <a href="#">Labour Code</a> ch. IIb</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal resolution on research infrastructure exploitation</a></li> <li>2. <a href="#">Statute of Silesian University of Technology</a> part III, ch. V</li> <li>3. <a href="#">Internal regulation on reimbursement of expenses connected with European and Structural projects application</a></li> <li>4. <a href="#">Internal regulation on OSH</a> with amendments.: <a href="#">Zz 32/09/10</a>, <a href="#">Zz 1/10/11</a></li> <li>5. <a href="#">Internal regulation on hazardous materials and OSH in laboratories</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Improvement of the system for use and settlement costs for Research Infrastructure</b></li> <li>2. <b>Insertion of teleworking to</b></li> </ol>	<ol style="list-style-type: none"> <li>1. March 2017/ ITTC</li> <li>2. December</li> </ol>



	<ol style="list-style-type: none"> <li>6. <a href="#">Internal regulation on additional remuneration for working in dangerous and posing threat to health conditions</a></li> <li>7. <a href="#">Internal regulation on OSH training</a></li> <li>8. <a href="#">Internal regulation on SUT occupational risk assessment</a></li> <li>9. <a href="#">Internal regulation on employees preventive medical examination</a></li> <li>10. <a href="#">Internal regulation on OSH for workstations with monitors</a></li> <li>11. <a href="#">Internal regulation on Center of New Technologies</a></li> <li>12. <a href="#">Internal regulation on civil defence and protection of classified information and fire protection</a></li> <li>13. <a href="#">Internal regulation on management of resources safety system</a></li> <li>14. <a href="#">Internal regulation on SUT Experts and Equipment database</a></li> <li>15. <a href="#">Internal regulation on rules for Innovation and Technology Transfer Center</a></li> <li>16. <a href="#">Internal regulation on establishing Innovation and Technology Transfer Center with amendment: 63/10/11</a></li> <li>17. <a href="#">Internal regulation on establishing Academic Business Incubator with amendment: 27/09/10</a></li> </ol>	<p><b>internal work regulations</b> <i>(remote collaboration methods including using international research infrastructure)</i></p>	<p>2018/RO</p>
<p><b>24. Working conditions</b> Employers and/or funders should ensure that the working conditions for researchers, including for disabled researchers, provide where appropriate the flexibility deemed essential for successful research performance in accordance with existing national legislation and with national or sectoral collective-bargaining agreements. They should aim to provide working conditions which allow both women and men researchers to combine family and work, children and career. Particular attention should be paid, inter alia, to flexible working hours, part-time working, tele-working and sabbatical leave, as well as to the necessary financial and administrative provisions governing such arrangements.</p>			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> Art. 13.1.9), Art. 133, 134</li> <li>2. <a href="#">Labour Code ch. IIb</a>,</li> <li>3. <a href="#">Charter of Rights of the Disabled</a></li> <li>4. <a href="#">Vocational Rehabilitation and Employment of the Disabled</a> ch.4</li> <li>5. <a href="#">Rehabilitation related leaves for the Disabled</a></li> <li>6. <a href="#">Constitution of RP</a> Art. 66. 1.</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a>, part III, ch. V</li> <li>2. <a href="#">Internal regulation on work regulation at SUT</a> with amendments: <a href="#">PO 12/07/08</a>, <a href="#">Zz 62/08/09</a></li> <li>3. <a href="#">Internal regulation on increasing doctoral stipends</a></li> <li>4. <a href="#">Internal regulation on SUT's toddler club "Kropka"</a></li> <li>5. <a href="#">Internal regulation on planning classes</a></li> <li>6. <a href="#">Internal resolution on calculating teaching hours for academic staff</a></li> <li>7. <a href="#">Internal resolution on determining the annual teaching time for academic teachers</a></li> <li>8. <a href="#">Internal resolution on academic teachers responsibilities</a></li> <li>9. <a href="#">Internal regulation on paid health leave for academic teachers</a></li> <li>10. <a href="#">Internal regulation on SUT Social Fund</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Insertion of teleworking to internal work regulations</b> (<i>including remote work methods and detailing the rights of disabled employees</i>)</li> <li>2. <b>Development of procedures for reporting and implementation of the necessary improvements to Plenipotentiary for Disabled People</b></li> <li>3. <b>Modification of the criteria for employees evaluation</b>( <i>including transition to research positions</i>)</li> <li>4. <b>Creation of website providing information on career development</b> (<i>publication of rules for transitioning to research positions and reducing didactic hours</i>)</li> </ol>	<ol style="list-style-type: none"> <li>1. December 2018/RO</li> <li>2. December 2018/RS</li> <li>3. December 2016/RO</li> <li>4. December 2017/RO</li> </ol>



<b>25. Stability and permanence of employment</b> Employers and/or funders should ensure that the performance of researchers is not undermined by instability of employment contracts, and should therefore commit themselves as far as possible to improving the stability of employment conditions for researchers, thus implementing and abiding by the principles and terms laid down in the EU Directive on Fixed-Term Work.			
1. <a href="#">Higher Education Law</a> Art. 128 2. <a href="#">Labour Code</a>	1. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a>	1. <b>Creation of website providing information on career development</b> 2. <b>Modification of the ordinance on researchers' recruitment</b>	1. December 2017/RO 2. December 2017/RO
<b>26. Funding and salaries</b> Employers and/or funders of researchers should ensure that researchers enjoy fair and attractive conditions of funding and/or salaries with adequate and equitable social security provisions (including sickness and parental benefits, pension rights and unemployment benefits) in accordance with existing national legislation and with national or sectoral collective bargaining agreements. This must include researchers at all career stages including early-stage researchers, commensurate with their legal status, performance and level of qualifications and/or responsibilities.			
1. <a href="#">Labour Code</a> 2. <a href="#">Remuneration rules and work-related benefits for public university employees</a> 3. <a href="#">Law on remuneration for supervising and reviews</a>	1. <a href="#">Internal regulation on increasing doctoral stipends</a> 2. <a href="#">Internal regulation on Rector's prizes for academic teachers</a> with amendment.: <a href="#">Zz 55/08/09</a> 3. <a href="#">Internal regulation employment and remuneration of staff involved in the implementation of projects</a> 4. <a href="#">Internal regulation on remuneration at SUT</a> 5. <a href="#">Internal practice on rates for working overtime and additional contracts.</a> 6. <a href="#">Internal regulation on special bonuses for additional work in external projects</a> 7. <a href="#">Internal regulation on rector's postdoctoral grants</a> 8. <a href="#">Internal regulation on academic teachers periodic assesment</a> 9. <a href="#">Internal regulation on remuneration for supervising and reviews</a> 10. <a href="#">Internal regulation on doctoral stipends</a> 11. <a href="#">Internal regulation on remuneration for additional research contracts</a> 12. <a href="#">Internal regulation on remuneration for working on recruitment with amendments: Z 5/13/14</a>	1. <b>Modification of the criteria for employees evaluation( taking into account funding institutions rules)</b> 2. <b>Development of a motivating system for researchers</b>	1. December 2016/RO 2. December 2019/RO
<b>27. Gender balance</b> Employers and/or funders should aim for a representative gender balance at all levels of staff, including at supervisory and managerial level. This should be achieved on the basis of an equal opportunity policy at recruitment and at the subsequent career stages without, however, taking precedence over quality and competence criteria. To ensure equal treatment, selection and evaluation committees should have an adequate gender balance.			
1. <a href="#">Labour Code</a>	1. <a href="#">Internal work regulation at SUT</a> with amendments zm.: <a href="#">PO 12/07/08</a> , <a href="#">Zz 62/08/09</a> 2. <a href="#">Internal regulation on equal treatment of men and women in employment</a>	No action required	-
<b>28. Career development</b> Employers and/or funders of researchers should draw up, preferably within the framework of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation, including for researchers on fixed-term contracts. It should include the availability of mentors involved in providing support and guidance for the personal and professional development of researchers, thus motivating them and contributing to reducing any insecurity in their professional future. All researchers should be made familiar with such provisions and arrangements.			
1. <a href="#">Higher Education Law</a>	1. <a href="#">Statute of Silesian University of Technology</a> § 88	1. <b>Modification of the criteria for</b>	1. December

2. <a href="#">Law on academic degrees and titles</a>	2. <a href="#">Internal work regulation at SUT</a> with amendments: <a href="#">PO 12/07/08</a> , <a href="#">Zz 62/08/09</a> 3. <a href="#">Internal regulation on Rector's prizes for academic teachers</a> with amendments <a href="#">Z 55/08/09</a> 4. <a href="#">Internal regulation on project management system</a> 5. <a href="#">Internal regulation on documenting academic achievements of SUT staff</a> 6. <a href="#">Internal regulation on Rector's postdoctoral grants</a> 7. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a>	<b>employees evaluation</b> 2. <b>Creation of website providing information on career development</b>	2016/RO 2. December 2017/RO
<b>29. Value of mobility</b> Employers and/or funders must recognize the value of geographical, intersectoral, inter- and trans-disciplinary and virtual mobility as well as mobility between the public and private sector as an important means of enhancing scientific knowledge and professional development at any stage of a researcher's career. Consequently, they should build such options into the specific career development strategy and fully value and acknowledge any mobility experience within their career progression/appraisal system. This also requires that the necessary administrative instruments be put in place to allow the portability of both grants and social security provisions, in accordance with national legislation.			
1. <a href="#">Higher Education Law</a> Art. 42 2. <a href="#">Foreign referrals and delegations for research, educational and training purposes</a> 3. <a href="#">Public Finance Law</a> art.13b pkt.1 pt.3 4. <a href="#">Research Unit Evaluation Law</a> § 10 pt.1 pt.3 5. <a href="#">Law on Foreigners</a> ch.7 6. <a href="#">Law on academic degrees and titles</a> Art. 21a, Art. 26 pt. 1 spt. 2	1. <a href="#">Internal resolution on conditions and procedures for foreign research, educational and training trips</a> 2. <a href="#">Internal regulation on instruction for foreign research, educational and training trips and calculating the costs</a> 3. <a href="#">Statute of Silesian University of Technology</a> , §88 par. 2 pt. 1) a; pt. 2) b; pt. 4); pt. 6) a i b, art. 108 pt.1 4. <a href="#">Internal regulation on academic teachers periodic assesment</a>	1. <b>Modification of the criteria for employees evaluation</b> ( <i>in terms of intersectoral and international mobility by a clear recognition of the period of active academic and scientific mobility in the interim evaluation of the employee – secondments and hosting researchers (PhD students, graduates, post-docs, lecturers, visiting professors) from foreign entities at SUT</i> )	1. December 2016/RO
<b>30. Access to career advice</b> Employers and/or funders should ensure that career advice and job placement assistance, either in the institutions concerned, or through collaboration with other structures, is offered to researchers at all stages of their careers, regardless of their contractual situation.			
1. <a href="#">Higher Education Law</a> art. 118a ust. 2	1. <a href="#">Internal regulation on job offer and employment procedures at SUT with amendments 78/13/14</a> 2. <a href="#">Internal regulation on establishing Student's Career Office</a>	1. <b>Modification of the criteria for employees evaluation</b> 2. <b>Creation of website providing information on career development</b>	1. December 2016/RO 2. December 2017/RO
<b>31. Intellectual Property Rights</b> Employers and/or funders should ensure that researchers at all career stages reap the benefits of the exploitation (if any) of their R&D results through legal protection and, in particular, through appropriate protection of Intellectual Property Rights, including copyrights. Policies and practices should specify what rights belong to researchers and/or, where applicable, to their employers or other parties, including external commercial or industrial organisations, as possibly provided for under specific collaboration agreements or other types of agreement.			
1. <a href="#">Copyright and Related Rights Law</a> 2. <a href="#">Industrial Property Law</a> 3. <a href="#">Database Protection Law</a> 4. <a href="#">Unfair Competition Law</a>	1. <a href="#">Internal resolution on regulation for Innovation and Technology Transfer Center</a> 2. <a href="#">Internal resolution on IPR</a> 3. <a href="#">Internal resolution on research infrastructure exploitation</a>	1. <b>Implementation of a regulation regarding training on Intellectual Property Rights</b> ( <i>mandatory verification with ITTC for</i> )	1. December 2016/ITTC

	4. Grant and consortium agreements, external contracts	<i>publishing and exploitation for every project's and industry cooperation contract, information for project team members concerning publishing and implementation with regards to limitations resulting from the grant agreements)</i>	
<b>32. Co-authorship</b> Co-authorship should be viewed positively by institutions when evaluating staff, as evidence of a constructive approach to the conduct of research. Employers and/or funders should therefore develop strategies, practices and procedures to provide researchers, including those at the beginning of their research careers, with the necessary framework conditions so that they can enjoy the right to be recognised and listed and/or quoted, in the context of their actual contributions, as co-authors of papers, patents, etc, or to publish their own research results independently from their supervisor(s).			
1. <a href="#">Public Finance Law</a> art. 44 par. 2 2. <a href="#">Research Unit Evaluation Law</a> § 8	1. <a href="#">Internal regulation on academic teachers periodic assesment</a> 2. <a href="#">Internal resolution on code of academic ethics</a>	1. <b>Modification of the criteria for employees evaluation</b> ( <i>provisions allowing to declare publications whose co-authors work in different organizational units - to improve the method for assigning achievements of employees from different units</i> )	1. December 2016/RO
<b>33. Teaching</b> Teaching is an essential means for the structuring and dissemination of knowledge and should therefore be considered a valuable option within the researchers' career paths. However, teaching responsibilities should not be excessive and should not prevent researchers, particularly at the beginning of their careers, from carrying out their research activities. Employers and/or funders should ensure that teaching duties are adequately remunerated and taken into account in the evaluation/appraisal systems, and that time devoted by senior members of staff to the training of early stage researchers should be counted as part of their teaching commitment. Suitable training should be provided for teaching and coaching activities as part of the professional development of researchers.			
1. <a href="#">Higher Education Law</a> art. 111 2. <a href="#">Doctoral studies at universities and research units</a> § 6	1. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a> 2. <a href="#">Statute of Silesian University of Technology</a> 3. <a href="#">Internal regulation on planning classes</a> 4. <a href="#">Internal resolution on determining the annual teaching time for academic teachers</a> 5. <a href="#">Internal resolution on calculating the annual teaching time for academic teachers</a> 6. <a href="#">Internal resolution on academic teachers responsibilities</a> 7. <a href="#">Internal regulation on doctoral studies rules</a> 8. <a href="#">Internal regulation employment and remuneration of staff involved in the implementation of projects</a> 9. <a href="#">Internal regulation on Center for Distance Education</a> 10. <a href="#">Internal regulation on the use of distance learning methods</a>	1. <b>Modification of the criteria for employees evaluation</b> ( <i>including teaching activities</i> )	1. December 2016/RO
<b>34. Complains/ appeals</b> Employers and/or funders of researchers should establish, in compliance with national rules and regulations, appropriate procedures, possibly in the form of an impartial (ombudsman-			

<p>type) person to deal with complaints/appeals of researchers, including those concerning conflicts between supervisor(s) and early-stage researchers. Such procedures should provide all research staff with confidential and informal assistance in resolving work-related conflicts, disputes and grievances, with the aim of promoting fair and equitable treatment within the institution and improving the overall quality of the working environment.</p>			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> art. 139–150</li> <li><a href="#">Labour Code</a> art. 244-261</li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Statute of Silesian University of Technology</a> § 110-112 and § 133-138</li> <li><a href="#">Internal regulation on work regulation at SUT</a> with amendments: <a href="#">PO 12/07/08</a>, <a href="#">Zz 62/08/09</a></li> <li><a href="#">Internal regulation on Conciliation Commission 2016-2020</a></li> <li><a href="#">Internal resolution on IPR</a></li> </ol>	No action required	-
<p><b>35. Participation in decision-making bodies</b> Employers and/or funders of researchers should recognize it as wholly legitimate, and indeed desirable, that researchers be represented in the relevant information, consultation and decision-making bodies of the institutions for which they work, so as to protect and promote their individual and collective interests as professionals and to actively contribute to the workings of the institution.</p>			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> Art. 71 pkt. 1, pt.2, art. 111.4.3), Art. 61 pt. 2, Art. 67 pt.</li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Statute of Silesian University of Technology</a> - § 37, 44 and § 60</li> <li><a href="#">Internal regulation on organization of academic year at SUT</a></li> </ol>	<ol style="list-style-type: none"> <li><b>Modification of the criteria for employees evaluation</b> (<i>including participation in the decision-making, advisory and evaluation bodies, only with activity reports documenting the work</i>)</li> </ol>	<ol style="list-style-type: none"> <li>December 2016/RO</li> </ol>

#### IV. TRAINING

<p><b>36. Relation with supervisors</b> Researchers in their training phase should establish a structured and regular relationship with their supervisor(s) and faculty/departmental representative(s) so as to take full advantage of their relationship with them. This includes keeping records of all work progress and research findings, obtaining feedback by means of reports and seminars, applying such feedback and working in accordance with agreed schedules, milestones, deliverables and/or research outputs.</p>			
<ol style="list-style-type: none"> <li><a href="#">Doctoral studies and doctoral stipends law</a></li> <li><a href="#">Code of academic staff ethics</a></li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Internal regulation on doctoral studies statute</a> Part II §7 pt. 3.5, §16</li> <li><a href="#">Statute of Silesian University of Technology</a> § 106</li> <li><a href="#">Internal resolution on code of academic ethics</a></li> <li><a href="#">Internal regulation on doctoral studies recruitment and conditions</a></li> <li><a href="#">Internal regulation on doctoral studies recruitment and conditions 2016/2017</a></li> <li><a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	No action required	-
<p><b>37. Supervision and managerial duties</b> Senior researchers should devote particular attention to their multi-faceted role as supervisors, mentors, career advisors, leaders, project coordinators, managers or science communicators. They should perform these tasks to the highest professional standards. With regard to their role as supervisors or mentors of researchers, senior researchers should build up a constructive and positive relationship with the early-stage researchers, in order to set the conditions for efficient transfer of knowledge and for the further successful development of the researchers' careers.</p>			
<ol style="list-style-type: none"> <li><a href="#">Higher Education Law</a> art. 111. par. 3</li> </ol>	<ol style="list-style-type: none"> <li><a href="#">Statute of Silesian University of Technology</a> § 106</li> <li><a href="#">Internal regulation on academic teachers periodic assesment</a></li> <li><a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	No action required	-

<b>38. Continuing Professional Development</b> Researchers at all career stages should seek to continually improve themselves by regularly updating and expanding their skills and competencies. This may be achieved by a variety of means including, but not restricted to, formal training, workshops, conferences and e-learning.			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> art. 111.4.2)</li> <li>2. <a href="#">Public Finance Law</a></li> <li>3. <a href="#">Law on academic degrees and titles</a></li> <li>4. <a href="#">Settlement of funds to maintain research capacity for professional development of young scientists and doctoral students</a></li> <li>5. <a href="#">Conditions for granting research stipends for young outstanding researchers</a></li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal resolution on code of academic ethics</a></li> <li>2. <a href="#">Internal regulation on conference organization and improving professional qualifications</a></li> <li>3. <a href="#">Internal regulation on postgraduate studies</a> with amendments <a href="#">PO 4/14/15</a></li> <li>4. <a href="#">Internal regulation on professional development courses</a></li> <li>5. <a href="#">Internal regulation on rules for trainings organised by SUT</a></li> <li>6. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	No action required	-
<b>39. Access to research training and continuous development</b> Employers and/or funders should ensure that all researchers at any stage of their career, regardless of their contractual situation, are given the opportunity for professional development and for improving their employability through access to measures for the continuing development of skills and competencies. Such measures should be regularly assessed for their accessibility, take up and effectiveness in improving competencies, skills and employability.			
<ol style="list-style-type: none"> <li>1. <a href="#">Higher Education Law</a> art. 42, art. 13 par. 1 pt 4)</li> <li>2. <a href="#">Foreign referrals and delegations for research, educational and training purposes</a></li> <li>3. <a href="#">Labour Code</a> art. 103<sup>1</sup> – 103<sup>6</sup></li> <li>4. <a href="#">Public Finance Law</a> Art. 18.1 pt.3</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Internal resolution on conditions and procedures for foreign research, educational and training trips</a></li> <li>2. <a href="#">Internal resolution on improving professional qualifications</a></li> <li>3. <a href="#">Internal regulation on doctoral stipends</a></li> <li>4. <a href="#">Internal regulation on Center for Distance Education</a></li> <li>5. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> <li>6. Internal rules for allocation of funds for calls procedures for research and development projects</li> </ol>	No action required	-
<b>40. Supervision</b> Employers and/or funders should ensure that a person is clearly identified to whom early-stage researchers can refer for the performance of their professional duties, and should inform the researchers accordingly. Such arrangements should clearly define that the proposed supervisors are sufficiently expert in supervising research, have the time, knowledge, experience, expertise and commitment to be able to offer the research trainee appropriate support and provide for the necessary progress and review procedures, as well as the necessary feedback mechanisms.			
<ol style="list-style-type: none"> <li>1. <a href="#">Law on academic degrees and titles</a> art. 20 ust, 5,6,7</li> <li>2. <a href="#">Higher Education Law</a> art. 195 ust. 5a</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="#">Statute of Silesian University of Technology</a> § 106</li> <li>2. <a href="#">Internal regulation on doctoral studies rules</a></li> <li>3. <a href="#">Internal regulation on doctoral stipends</a></li> <li>4. <a href="#">Internal resolution on conditions and procedures for foreign research, educational and training trips</a></li> <li>5. <a href="#">Internal regulation on the system of ensuring the quality of teaching</a></li> </ol>	No action required	-