EURAXESS

GAP Analysis (Charter and Code Checklist)

Case number

2021FR708641

Name Organisation under review

UNIVERSITY OF ROUEN NORMANDY / UNIVERSITE ROUEN NORMANDIE

Organisation's contact details

Rue Thomas Becket, Mont Saint Aignan, 76821, France

Date endorsement charter and code

16/11/2021

GAP Analysis overview

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. In order to help the organisation's recruitment strategy, a specific self-assessment checklist is provided for Open, Transparent and Merit-Based Recruitment.

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

- **Status** : to what extent does this organisation meet the following principles?

- **Implementation (++ , +/- , -/+, --)** :
    - ++ fully implemented
    - +/- almost but not fully implemented
    - -/+ partially implemented
    - -- insufficiently implemented

- **GAP** : In case of --, -/+, or +/-, please **indicate the actual "gap"** between the principle and the current practice in your organisation.

- **Implementation impediments** : If relevant, please list any national/regional legislation or organisational regulation currently impeding implementation.

- **Initiatives undertaken/new proposals** : If relevant, please list any initiatives that have already been taken to improve the situation and/or new proposals that could remedy the current situation.

Status

Ethical and Professional Aspects

Status

1. Research freedom

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-- insufficiently impleme…	Freedom of research is a fundamental principle recognized by the laws of the Republic. Universities benefit from this image of freedom. However, this principle does not appear in any URN document, whether it is a research strategy or policy. The analysis of the working groups is confirmed by the results of the survey, where freedom of research appears to be a clearly stated principle at the URN and must be a priority theme for the URN	Better emphasize the principles of freedom of research for teacher researchers and its limits: In French and English versions.

Status

2. Ethical principles

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i…	The president of the URN has appointed a Scientific Integrity Referent (RIS) whose missions are to implement the procedure for dealing with allegations of breaches of scientific integrity within the URN and to chair the Consultative Commission in charge of Scientific Integrity, which is competent to examine procedures relating to the treatment of allegations of breaches of Scientific Integrity. The RIS works in conjunction with the national mission. A whole documentation exists but is not easily accessible. In accordance with the provisions of the law of July 13, 1983 on the rights and obligations of civil servants, the URN has set up a deontologist whose mission is to : - to advise any URN staff member who requests it on the respect of the obligations and ethical principles inherent to the status of public servant; - to provide the URN President with an independent opinion in the event of serious doubts persisting in the preliminary study, for the purpose of making a decision, on the compatibility of the individual projects of agents involving a control of ethics (accumulation of activities, private activities of agents leaving their functions). - to transmit and disseminate the ethical principles. - animate and coordinate, if necessary, the local internal committees present in the UFRs This referent works in relation with the regional and national ad hoc entities. The survey shows that there is little knowledge of national and international texts giving the basic principles of ethics and deontology. - C&C Charter of scientific integrity on biodiversity - French Charter of Ethics for the Research Profession Ditto for local practices: - Charter of ethics against sexual harassment - Protocol for the management of serious conflicts. The university should create its own ethics committee but not its own charter (cf survey) There is no mechanism to detect non-compliance with ethical rules.	Promote, better educate and disseminate the principles of scientific integrity. Promote and make better known the ethical principles in the research professions, the duties and obligations of researchers. Promote a culture of research ethics that is based on respect for the human person and its principles

Status

3. Professional responsibility

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The usefulness of research is a vast debate where there is quickly dissension due to the different sensitivities of researchers. However, this question cannot be ignored insofar as it is asked to inform applications for European funding. The University of Rouen Normandie, anxious to guarantee the quality of its diplomas, the equality of opportunity for students, and the originality of its scientific publications, has engaged in a voluntary policy to fight plagiarism. Reproduction without acknowledgement of authorship of a pedagogical or scientific production constitutes a serious violation of the legislation on counterfeiting and of the deontology in force at the university, liable to disciplinary sanctions, without prejudice to possible legal consequences. In order to fight more effectively against this problem, the institution has equipped itself with an automated plagiarism detection tool, accessible to the staff, in particular teachers and researchers, from the ENT or from the UniversiTICE pedagogical platform (so as to simply and automatically analyze the assignments submitted by the students). The platform is based on the COMPILATIO anti-plagiarism software which is a similarity detector. Doctoral schools: The survey shows that although the university's anti-plagiarism platform is relatively well known, it is under-used, especially by doctoral students In terms of delegation, URN follows the rules defined by legislation and other codes	cf 2. Ethical principles cf 4. Professional attitude. Better protect whistleblowers and better organize the handling of whistleblowing

Status

4. Professional attitude

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Researchers' knowledge of their research environment and funding methods: Not all researchers have a thorough knowledge of funding methods or constraints related to their research (necessary authorizations). The DRV disseminates a certain amount of information through its "News letter" and has two staff members dedicated to H2020 research projects. There is a lack of awareness of the role of each: DRV, CR, CDSR. Monitoring of research projects/contracts by the employer and the funder: the DRV has set up procedures and monitors administrative and financial reports. There is no certainty that the rules concerning tests on animals (or human bodies) are well known within the laboratories concerned. The field of intellectual property is at the intersection of the RIS, the ethics officer and the missions of the DRV. It is up to the university to specify the perimeter of each, which should not prevent interactions. There is a lawyer dedicated to intellectual property at the DRV whose role is to train, inform and improve awareness of and compliance with regulatory, contractual and intellectual property obligations in the field of research, and good practices in the use of public research funding are the areas for improvement.	Strengthen information, awareness and training on the valorization of research, intellectual property, innovation and entrepreneurship. Support and encourage researchers to diversify their sources of external research funding, and provide better training in the use and proper management of research funding and in knowledge of the inherent contractual and legal obligations. Promote, encourage and train in open science in all its forms (publications, research data, innovation).

Status

5. Contractual and legal obligations

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i…	Researchers need to be aware of regulations regarding training, their research activity, intellectual property rights. There is no evidence that researchers have this knowledge. The survey shows that staff are not sufficiently informed about : - rights and obligations - rights in terms of treatment and social protection. The structuring of information does not allow for the dissemination of rich information that is easy to find and as relevant as possible.	cf 2. and 4.

6. Accountability

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The DRV has a procedure for monitoring research contracts and agreements. The financial managers of the DRV are trained. At the level of the laboratories, it is much more variable. Despite this, the expenses incurred are justified on the whole. Like other institutions, the URN is regularly audited by the Cour des Comptes and the HCERES.	cf 4.

Status

7. Good practice in research

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Risk Prevention. All URN laboratories have at least one prevention assistant. Staff are monitored by the prevention doctor according to the risks to which they are exposed. The DUER is revised regularly. Ad hoc training is offered in the URN's training plan. An action plan is established annually. The survey shows that the staff have repeated the SST and the prevention assistants directly concerning them. Data protection / Secure data backup Personal data, RGPD, DPO Research data / Confidentiality The University Rouen Normandie, concerned about privacy, is committed to respecting the regulations in force concerning the protection of personal data when it processes such data. The main framework for this protection is the General Data Protection Regulation (GDPR) which came into force on 25 May 2018. This text aims to strengthen the rights of individuals over their personal data, both agents and users, and the obligations of the University as a data controller. It is supplemented in France by the Loi informatique et libertés. To ensure the implementation of these regulations, Rouen Normandy University has appointed a data protection delegate who can be contacted for any question relating to the protection of personal data. Security, ZRR The URN has a security manager. He is : - The deputy to the Defense Security Officer, thus he/she is involved in several areas of public security and defense such as the Protection of Scientific and Technical Heritage (PPST), the local implementation of the Vigipirate plan, the crisis management procedure and the protection of national defense secrets. - the security officer, in charge of preventing malicious acts that could harm the smooth running of the University. His/her actions are aimed at protecting the university from all attacks on personnel, tangible and intangible assets so that teaching and research missions can be carried out serenely. These means of action are organizational, technical and human. Networking with the different actors of security-safety at the local and national level is essential.	cf 4.

Status

8. Dissemination, exploitation of results

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Research results are disseminated in an academic way through publications, researchers' conferences, seminars. There is a patent registration procedure at URN.	Promoting science for and with society: fostering the development, transfer and valorization of scientific knowledge to and with society and better disseminating and exploiting scientific results from laboratories, taking into account the multiple actors, channels, tools and possible obstacles

9. Public engagement

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	For the general public, the UTLC is an annual cycle of multidisciplinary conferences. Researchers participate in activities such as the Fête de la science, the Semaine du cerveau, etc. For schools, the URN is a pilot center for "La main à la pâte" and regularly welcomes schoolchildren in the framework of partnerships with the vice-chancellorship and schools. Some conferences are recorded and available on the URN's webtv. However, there is no organization or animation around an important body of work which is enriched over the years and yet little used. The URN cares about its scientific heritage by being a stakeholder in a network for the safeguarding and development of this heritage, RESITECH. This network makes an inventory of this heritage and promotes it by producing documentaries and books, by participating in European Heritage Days, etc.	Training in scientific mediation. Appropriate the rules of popularization, Structure your speech, Arouse the interest of the public and maintain it. Designing a targeted message, Using attractive media.

Status

10. Non discrimination

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	To fight against discrimination, URN has appointed : - a 'welcome and integration of disabled people' project manager - three 'Equality-Diversity' project managers - a 'radicalization' referent Harassment: 50% of URN's members are aware of the URN's ethical charter on harassment.	Implement the Equality Gender/Diversity action plan. In addition to this action plan URN is preparing a Gender Equality Plan (GEP) under Horizon Europe programme, which should reinforce the Equality Gender/Diversity action plan.

11. Evaluation/ appraisal systems

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i…	The institution is regularly audited and evaluated by the HCERES and the Court of Auditors Research units are also evaluated by HCERES Individually, staff are evaluated by local and national ad hoc authorities when applying for promotion or specific bonuses. For BIATSS, individual annual interviews have been set up. According to the survey, the university does not guarantee post-doctoral students, doctoral students or contract workers an effective evaluation of their skills.	

Recruitment and Selection - please be aware that the items listed here correspond with the Charter and Code. In addition, your organisation also needs to complete the checklist on Open, Transparent and Merit-based Recruitment included in a separate section, which focuses on the operationalization of these principles.

Status

12. Recruitment

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The vast majority of aspects relating to the recruitment of permanent staff in its various phases are covered by national decrees and regulations. URN respects these rules. However, the recruitment procedure is not formalized or centralized by the HR Department at URN. The recent law on research programming modifies the rules to a large extent by introducing a new contractualization that the URN will have to absorb in new clear and explicit procedures. For teacher-researchers, selection committees have been set up and positions are published on a dedicated Ministry platform (Galaxie). For contractual staff, research contractuals and doctoral students, the establishment is less clear. A harmonization of the recruitment of ATERs and ATENs is under study. There is a great deal of room for improvement in the publication of positions abroad and in the reception of foreign researchers (Euraxess, translation of essential documents into English). Concerning the job descriptions, for the EC, there is a limitation which is the space available to describe a position and to enter the description of non-reflected alleviations can distort the information. Efforts should be made to describe the work environment. The job descriptions for internal use are very detailed, but their structure is not unique, depending on the laboratory or the component. According to the survey, doctoral students know little about the recruitment procedures for BIATSS, EPST researchers or ATERs. The administrative procedures are felt to be rather clear and efficient. The job description is descriptive except for the working conditions. Administrative assistance appears insufficient, as does communication with candidates. URN does not (yet) display its OTMR recruitment strategy, but it does display its adherence to C&C. Information on administrative procedures and administrative support for the process are felt to be insufficient.	Implementation of a continuous integration process (recruitment, integration, employer brand) with an annual review. The University is committed to structuring recruitment and improving procedures for welcoming and integrating newcomers. This approach will take into account all of the University's staff. It will take place over several months with a phase of assessment of existing practices, then for each type of staff, the implementation of procedures ranging from the identification of needs to the integration of the agent. A recruitment guide will be drawn up in order to share good practices to be implemented within the University. The implementation of this approach will initially concern permanent and contractual BIATSS staff, and then in a second phase post-doctoral, contractual BIATSS research staff, ATERs and ATENs.

Status

13. Recruitment (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	cf 12.	cf 12.

14. Selection (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The URN has set up evaluation grids for the different competitions that take into account the different items of C&C 14, 15, 16, 17, 18, 19, 20. The members of the juries, and more particularly the presidents of the juries, should be made more aware of the selection bias and of the expectations of the URN. The level of qualifications required to impose are in accordance with national rules and correspond to the needs of the position. The importance of the candidate's acquired experience is moderately taken into consideration during the selection process according to the survey. A (non-public) work situation for the candidates could be considered.	Identify and structure the available information concerning careers (remuneration and progression), specify the specificities of the URN if there are any.

Status

15. Transparency (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	As far as the recruitment of permanent staff is concerned, URN follows the requirements of the ministries and publishes the posts on the mandatory portals. There is no particular policy for the recruitment of foreigners. The publication of positions on Euraxess is left to the initiative of the laboratories and this is not coherent. If certain recruitment procedures exist, they do not always appear very clearly on the URN portal. According to the survey, communication with candidates is insufficient. When they are known, the practices are rather clear and transparent. The final decisions of the Governing Board are not always understood..	cf 12.

16. Judging merit (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	While the general operation of the recruitment committees is satisfactory, there is room for improvement. The evaluation grids for candidates exist.	cf 12.

Status

17. Variations in the chronological order of CVs (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	cf 16.	cf 12.

18. Recognition of mobility experience (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	cf 16.	cf 12.

19. Recognition of qualifications (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	cf 16.	cf 12.

Status

20. Seniority (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	cf 16.	cf 12.

21. Postdoctoral appointments (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	If the substance is respectful of the legislation, the appointment and reception procedures are not standardized and depend on the laboratories and the recruitment period. The procedures for recruiting ATENs and ATERs should have a common base, regardless of the component and research unit.	cf 28 29 30 37 38 39 40

Working Conditions and Social Security

Status

22. Recognition of the profession

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	For tenured staff, the reclassification is evaluated by the Ministry according to the rules established by the legislation. For doctoral students, it is also regulated. As far as contractual staff are concerned, and in particular post-doctoral students, it depends on the contract; some laboratories take into account experience and seniority. The salary scales are not homogeneous between the CNRS, the Region and the URN. One must also take into account the competition from other institutions which is very strong in relation to certain required skills or a poor pool of talent. According to the survey 1/3 of doctoral students recognize themselves as doctoral students and not as researchers. the experiences acquired are treated as professional experiences	cf 12

Status

23. Research environment

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Management - Hierarchical relations sometimes difficult, service organization not shared. - Unbalanced distribution of responsibilities. - Structures organized in a "mille-feuille". - Deteriorating social climate in certain departments. There will probably be another way to consider the organization of the occupation of the offices as it was initiated during the COVID period. In a laboratory, the personnel who must be present are the technical personnel, the doctoral students and the post-doctoral students. It is less necessary for the teacher-researchers . We should undoubtedly review our way of working by considering remote work as a new means (organized teleworking, thought out globally in the organization of services). There is a new charter that has just been put in place: equipment provided, internet and electricity at the agent's expense. Maximum 3 days per week in telework. The University of Rouen has voted a charter for the management of telework in 2020. The challenge is to update this telework charter according to the regulations and the evolution of the needs of the services. The management of telework has been dematerialized in an application so the challenge is to continue to work on this axis in order to ensure a follow-up of the agents' telework agreements. The question of the use of co-working spaces outside the URN, close to home, is raised. Can URN finance the rental of such spaces for its staff? Researchers need to obtain contracts to finance their research and hire staff. Often, the question of space to house these collaborators is evacuated. The buildings are not expandable: over-density in the premises. There is also the problem of accommodating trainees in URN training courses, which easily exceeds capacity. Accompaniment: Support is felt to be insufficient (less so for CNRS or INSERM staff). - Accompaniment of contractual staff and doctoral students in their job search. - Accompaniment and career development for all staff, at all stages of their professional career. - Poorly organized job placement. - Lack of response or too long a delay in response from the administration. Disparate support: you have to manage without help or guidance (arrival, career development, etc.). This feeling is accentuated by the lack of recognition, the lack of time, the excess of administrative tasks (for EC). Lack of response or too long a delay in response from the administration.	cf 12

Status

24. Working conditions

Implementation

GAP / Implementation impediments

Initiatives undertaken/new proposals

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The University of Rouen Normandy has various advantages and services to offer to agents. Ensuring a better readability of these advantages can in particular make it possible to develop the feeling of belonging to the establishment as well as the attractiveness of the establishment within the employment pool. The objective is to define an action plan and monitor the implementation of these actions. The University of Rouen Normandy has since 2016 validated a "Quality of Life at Work" action plan. It has already implemented certain actions: news on research activities, mandatory participation in the welcome day. The objective is to update this action plan by making it evolve into a "quality of life and working conditions" plan by focusing, among other things, on the working environment, improving the welcome of new arrivals, also by strengthening the feeling of belonging to the institution, and by better supporting the supervisors and staff when they arrive and throughout their career. Teacher-researchers have a teaching load, an administrative load, a research load (on which they are evaluated) and they must devote a significant amount of time to seeking contracts to finance their research: it is difficult to reconcile all this with personal time, private time and reasonable working hours. The possibilities for adjusting working hours and schedules, the CRCT, and social assistance are not well known. The URN has a charter on disconnection. The URN president has created an equality and diversity mission (3 people in charge of this mission) and a mission to welcome and integrate disabled people. Although the disability mission is well known, the same cannot be said for equality. The University of Rouen Normandy is working on the standardization of the management of leaves, the CET and telework. This application will allow the management of leaves, telework and the time savings account. Thus, a software will be deployed to all BIATSS and BIATSS research staff of the URN. In a second phase, post docs and PhD students will be integrated in a second phase of deployment According to the survey, there is a need to improve information on the existing CRCT, CRP, CFP... According to the survey : The administrative burden of	Readability of the various actions and services offered to the university's staff Communicate on the social action policy of the University of Rouen Normandy Implement a "Quality of Life and Working Conditions" plan. Management of working time Implementation of a software for the management of schedules, leaves, CET and telework Making the right to disconnect a strong element of Quality of Life at Work, quality of life at work. Reaffirm the importance of a reasoned use of the connection on and off th working time.

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
	certain files is heavy and is not accompanied by sufficient support. The lack of information on certain processes creates a climate of suspicion. There is an inadequacy in terms of organization of work time and distribution of tasks. The division of work, personal and private time is difficult, especially for researchers in fields with high demand (low staffing levels), because of the increasingly numerous and heavy administrative workloads, the preparation of multiple files to finance research, reading e-mails, working at home in the evening, etc.	

25. Stability and permanence of employment

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The rules are not established by the URN, which must adapt to a constrained payroll. There is a charter for contract employees which specifies what is possible at URN, but it will have to be adapted to the LPR and its decrees. A career mobility advisor has been recruited in 2021, one of whose missions is to help staff at the end of their contract. PhD students are helped informally by thesis directors and research unit directors. According to the survey: By definition: job instability, length of time in the position/temporary employment, lack of perspective. The university's low recruitment rate (by competition or permanent contract), the difficulty of keeping good people, the high turnover in the departments. The university does not provide enough support for contractual employees in their search for employment. No effective evaluation of skills recognition.	cf 12.

Status

---

26. Funding and salaries

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	For permanent civil servants, the salary scales and criteria for promotion are defined at the national level. As far as fixed-term contractual staff are concerned, the points discussed at C22 (Recognition of the profession) can be taken up again, asking the question of what margins can be tolerated in relation to the civil service pay scales and the level of remuneration of colleagues. As far as the financing of doctoral students is concerned, not all disciplines have the same habits. Insufficient information or lack of knowledge about the existing systems concerning bonuses and promotion.	cf 12

Status

27. Gender balance

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The University of Rouen has created an equality-diversity mission whose scope of action goes beyond gender equality, non-discrimination and professional equality. The actions of this mission, which are related to the HR management of researchers, should be included in the HRS4R Action Plan. The survey shows that this recent mission is little known at URN, unlike the "disability" mission or risk prevention. see item 10 - Non-discrimination	Communicate on professional equality and diversity Strengthen the governance of the policy of professional equality between women and men. Create the conditions for equal access to jobs and professional responsibilities. Evaluate, prevent and, if necessary, deal with the differences in pay and career development between women and men; Provide better support for situations of pregnancy, parenthood and the articulation of life times. URN is preparing a Gender Equality Plan (GEP) under Horizon Europe programme, which should reinforce the Equality Gender/Diversity action plan.

Status

28. Career development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	A career mobility advisor has been recruited in 2021. The mobility of EC is difficult because the position is attached to the university. 70% of doctoral students are not recruited in higher education: assistance could be useful in this area. The COMUE to which the doctoral students belong has not provided a position for post-thesis support. According to the survey: Insufficient information or lack of knowledge about positive existing schemes to encourage researcher mobility (geographic, intersectoral, interdisciplinary, transdisciplinary, virtual mobility). Return from mobility.	cf 12

29. Value of mobility

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	There is considerable room for improvement in terms of promoting inward and outward mobility of researchers.	cf 12

Status

30. Access to career advice

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Dispersed actions exist	cf 24

31. Intellectual Property Rights

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The rules exist, the URN does not communicate enough on this subject, awareness-raising actions are needed. The DRV has recruited an "intellectual property" lawyer to help draft contracts. In EPST research units, laboratory notebooks have been introduced.	cf 2 3 6 7 32

Status

32. Co-authorship

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	The URN has a 'scientific integrity' mission officer and an ethics referent. cf item A02 - Ethical principles It should be noted that the rules are those defined by the ad hoc CNU section and are therefore not identical from one discipline to another. The laboratory notebook is 'a guarantee'.	cf 2 3 6 7 31

33. Teaching

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Communication on what exists at the URN is insufficient both on the reference framework of tasks and on legislation or training.	cf 27

Status

34. Complains/ appeals

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	Internal mediation at the institution. Article 8 of the Normandie University doctoral charter: implementation of a mediation procedure for the benefit of doctoral students in possible conflict with their thesis director. Since 2008, management protocol in case of serious conflict at work, especially in case of moral harassment. It is possible to update it if we consider its age (law of 2019 to be taken into account). This protocol is very difficult to find on the university's website. More recently, the device against sexual harassment which includes the guide "Fighting against sexual harassment at URN" and the URN charter of ethics against sexual harassment. For internal recourse, it is possible to contact the prevention doctor, the social worker, the DPR, the equality-diversity mission, the CHSCT, and the assistant safety officer.	Communicate on internal and external legislation and procedures

Status

35. Participation in decision-making bodies

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i…	URN complies with legislation regarding university decision-making structures and staff representation According to the survey: While URN's bodies are known (79%), the same is not true of their roles (62%) or participating members (52%). Contractors do not feel sufficiently present. Poor communication on the opinions and decisions taken within the various university bodies. Insufficient information on the competencies of the different bodies. Lack of transparency on recruitment procedures, especially concerning rankings. Recognition of work in the bodies. According to the legislation, the different categories of personnel are represented in the university's decision-making bodies. [Doctoral student], [Post-doctoral student], [EPST researcher], [Teacher-researcher], [BIATSS].	It should be noted that elected representatives of the Research Committee will participate in the action plan monitoring committee (R1 to R4, biatss).

Training and Development

Status

36. Relation with supervisors

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	If the substance is respectful of the legislation, the appointment and reception procedures are not standardized and depend on the laboratories and the recruitment period. The recruitment procedures for ATENs and ATERs should have a common base, regardless of the component and the research unit. The doctorate has undergone a profound transformation in recent years, with changes in regulations, in the profiles of doctoral candidates, and in the objectives and career opportunities of doctoral students.	Better training for and through research: improve the training and professional integration of doctoral students, develop training and support for the career development of post-docs and contract researchers, and develop the training and improve the practices of thesis directors: Organize exchange and good practice workshops for thesis supervisors Promote awareness of Saphire training (pedagogical platform of URN)

37. Supervision and managerial duties

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	In addition to the new missions of supervisors, there is a complex institutional landscape (doctoral schools, doctoral colleges, doctoral student houses) and a growing demand in the form of indicators related to the training of future doctors (duration and promotion of the thesis, career development). This context and these changes have an impact on all doctoral supervision practices.	

Status

38. Continuing Professional Development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	cf 36 37	

39. Access to research training and continuous development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	cf 36 37	

40. Supervision

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	cf 36 37	