



REPORT 2024 IMPLEMENTATION OF THE HRS4R ACTION PLAN

NO.	TASK/ACTION	IMPLEMENTATION	RESPONSIBLE UNIT	CURRENT STATUS	MONITORING/INDICATORS
1. ETHICAL AND PROFESSIONAL ASPECTS					
1.1	Scientific reporting session for 2023 in a hybrid form with the participation of the International Advisory Team of Experts at IG PAS	27-28.02.2024	Research Office Scientific Departments	done	Session program Number of participants (100 people)
1.2	Ceremony of awarding the scholarship named after Prof. Kacper Rybicki	19.06.2024	Research Office	done	Number of scholarships awarded: 1
1.3	Organization of Days of Scientific Departments/Observatories/ PhD Students/Polar Station	III 2024-II 2025	Science Communication and Promotion Department	done	There were 12 events
1.4	Bonuses for the best scientific publications	2024	Research Office	done	78 bonuses awarded for publications/for 47 people
1.5	Obtaining the L'Oréal-UNESCO scholarship for Women and Science in the habilitation category by Dr. Zuzanna Świrad	2024	Department of Polar and Marine Research	done	Number of scholarships awarded: 1
1.6	Development of the functionality of the portal for researchers to store research data (Data Portal)	2024	IT Department, Data Steward	done	36 new records have been placed Added/changed to the data portal: 1) Fixed and updated maps that were not displayed before 2) Updated the CKAN software version from python2 to python3



					3) Updated and fixed the code of plugins installed in CKAN 4) Added a new plugin responsible for counting operations 5) Created a script that checks the validity of DOI numbers (applies to CKAN, but is not built-in)
1.7	Promotional, educational and disseminating activities	From Q1 2024	Science Communication and Promotion Department	done	Detailed report for 2024 (Appendix 1 to the report)
1.8	Achieving the goals set out in the Gender Equality Plan	From Q1 2024	HRS4R Implementation and Monitoring Committee	done	GEP report for 2024
1.9	Support for researchers from Ukraine and their families	From Q1 2024	Directory Board of IG PAS	in progress	Implementation of the project by 1 researcher with funds from the Polish Academy of Sciences and the National Academy of Sciences in USA
2. RECRUITMENT AND SELECTION					
2.1	Preparation of the OTM-R Checklist for 2024	Q1 2025	HRS4R Implementation and Monitoring Committee	done	OTM-R Checklist document: https://www.igf.edu.pl/download.php?id=5047
3. WORKING CONDITIONS					
3.1	Renovations of buildings belonging to IG PAS	2024	Administration Department	done	Książ Castle: • renovation works carried out in the measuring room Warsaw: • comprehensive renovation related to adapting the building to current fire protection requirements • 2 office rooms renovated
3.2	Co-financing for kindergartens	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 3 people



3.3	Co-financing for culture (entrance tickets to theatre, cinema, etc.)	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 110 people
3.4	Co-financing for recreation	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 62 people
3.5	Co-financing for the Fit Profit sports card	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 58 people
3.6	Co-financing for housing purposes	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 3 people
3.7	Co-financing for ad hoc, non-repayable financial assistance provided in connection with an unexpected event	in progress	Social Benefits Fund Committee	done	Number of beneficiaries in 2024: 10 people
3.8	Implementation of the Communication Strategy Within and Between the Scientific Departments of IG PAS	From Q1 2020	Science Communication and Promotion Department	done	<ul style="list-style-type: none">• IG PAS bulletin sent out every month in two language versions• Sharing documentation of the Scientific Council https://www.igf.edu.pl/uchwaly-rady-naukowej.php• Mailing lists: general - ogloszenia@igf.edu.pl for researchers - naukowi@igf.edu.pl for PhD students - doktoranci@igf.edu.pl
3.9	Integration meeting - Laser paintball and presentations by employees and PhD students from abroad about the culture of their countries of origin during an integration meeting	17.05.2024	Administration Department Science Communication and Promotion Department	done	Number of participants: 66 people
3.10	Integration meeting, official opening of the Time Path in COG Belsk	27.09.2024	Administration Department	done	Number of participants: 66 people



			Science Communication and Promotion Department		
3.11	Integration trip to the GUIDO mine	13.12.2024	Administration Department Science Communication and Promotion Department	done	Number of participants: 90 people
3.12	Cyclical exhibitions of IG PAS employees in the hall entitled "Photographic passions"	From 2016	Science Communication and Promotion Department	done	2 photographic exhibitions

4. TRAINING AND DEVELOPMENT

4.1	Polish language courses for foreigners	From 2019	Research Office	in progress	Agreement with the language school Number of people taking part in classes (PhD students and researchers from abroad): 16 people
4.2	English language courses for IG PAS employees	From X 2024	Research Office	in progress	Agreement with the language school Number of people taking part in classes (IG PAS employees): 17 people
4.3	Implementation of the ERP System and the Integrated Electronic System EOD Work on the implementation of modules: Office /Kancelaria/ Delegations /Delegacje/	2024	All administrative departments	in progress	Number of modules implemented



4.4	Cyclical training in using the EOD system	2024	IT Department Business Relations Department	done	Number of trained employees
4.5	Training COUNTERACTING MOBBING AND DISCRIMINATION IN THE WORKPLACE	15.10.2024	HR Department	done	Number of trained employees: about 100 people
4.6	Training DATA MANAGEMENT IN ACCORDANCE WITH FAIR PRINCIPLES (as part of the HarSval project)	03.12.2024	IT Department	done	Number of trained participants - max. 20 people
4.7	Workshops LEADING CHANGE for Directory Board/Heads of Departments/Scientific Departments	28.10.2024	Research Office	done	Number of trained employees: about 20 people
4.8	"About science in a human way" - training in scientific communication and cooperation with the media	16-17.12.2024	Science Communication and Promotion Department	done	Number of trained participants: 17 people