



Action Plan for 2025-2030

NO.	TASK/ACTION	TIME FRAME	RESPONSIBLE UNIT	INDICATOR
PILLAR 1: ETHICS, INTEGRITY, GENDER AND OPEN SCIENCE				
1.1	Development of the IG PAS Scientific Strategy	2025-2030	Director of IG PAS Deputy Director for Scientific Affairs	1 document
1.2	Organisation of annual reporting sessions	2025-2030	Research Office Scientific Departments	6 sessions Number of participants
1.3	Cooperation with respect to research advisory with the International Advisory Team of Experts at IG PAS	2025-2030	Director of IG PAS Deputy Director for Scientific Affairs	Number of expert consultations
1.4	Awarding of the Kacper Rafał Rybicki Scholarship for young scientists	2025-2030	IG PAS Scientific Council Committee for the Kacper Rafał Rybicki Scholarship	6 Scholarships
1.5	Awarding the Medal of Prof. Adam Dziewoński	2026 2030	Medal Committee Director of IG PAS	At least 2 Medals
1.6	Bonuses for the best scientific publications	2025-2030	Research Office Deputy Director for Scientific Affairs	About 50 bonuses a year
1.7	Promotional and popularisation activities: participation in TV productions, picnics and science festivals	2025-2030	Science Communication and Promotion Department	Number of events organized Number of participants
1.8	Scientific communication activities: <ul style="list-style-type: none">• preparation of press materials regarding the conducted research and its results• preparation of podcasts – interviews with geophysicists and films with experts• open lectures and outdoor lectures• open webinars	2025-2030	Science Communication and Promotion Department	Number of published materials
1.9	Educational activities: <ul style="list-style-type: none">• conducting online lessons and workshops for schools	2025-2030	Science Communication and Promotion Department	Number of activities carried out



	<ul style="list-style-type: none"> conducting classes for schools as part of picnics and festivals 			
1.10	Development of functionalities of the portal for researchers to store research data (DataPortal)	2025-2030	IT Department	Number of data sets posted New interactive features
1.11	Launch of the new IG PAS website compliant with WCAG standards and ongoing content updates	2025-2030	Science Communication and Promotion Department	New website
1.12	Achieving the goals set out in the Gender Equality Plan for IG PAS 2025-2030	2025-2030	HRS4R & GEP Implementation and Monitoring Committee	6 Annual reports on the implementation of the goals
PILLAR 2: RESEARCHERS' ASSESSMENT, RECRUITMENT AND PROGRESSION				
2.1	Monitoring of the OTM-R Policy of IG PAS	2025-2030	Deputy Director for Scientific Affairs Research Office HR Department	6 Checklists
2.2	Assessment of the scientific activity of IG PAS researchers	2025-2030 (every 2 years)	Committee for the Evaluation of Researchers	3 Committee Reports
2.3	Internal audit of recruitment processes	2025-2030	HR Department Internal Auditor	1 Report
PILLAR 3: WORKING CONDITIONS AND PRACTICES				
3.1	Renovation of buildings of IG PAS	2025-2030	Administration Department	Number of renovation works carried out (NOTE: reaching the indicator will depend on the co-financing obtained)
3.2	Further development of the functionality of the Integrated ERP System together with the electronic documentation flow system (EOD), including the e-Employee system facilitating communication between the employee and IG PAS in the field of HR and payroll	2025-2030	IT Department	Number of changes/improvements made
3.3	Updating the INTRANET and posting all important forms and regulations (PL and ENG version)	2025-2030	All Administrative Departments of IG PAS	Updated database



3.4	Preparation of the onboarding guide for new employees and PhD students (PL and ENG version)	2025-2030	HRS4R & GEP Implementation and Monitoring Committee	1 onboarding
3.5	Ongoing provision of social benefits for employees from the Institutional Social Benefits Fund	2025-2030	Social Committee of IG PAS	Number of applications submitted
3.6	Organization of integration events for all employees and PhD students	2025-2030	Administration Department Science Communication and Promotion Department	Number of events organized
3.7	Preparation of a Polish-English Glossary of Terms and Names Used at IG PAS	2026	HRS4R & GEP Implementation and Monitoring Committee	1 document
3.8	IG PAS Newsletter (PL and ENG version)	Every month	Science Communication and Promotion Department	Number of newsletters sent
3.9	Legal support for foreigners in legalizing their stay in Poland	2025-2030	Law Office	Number of consultations provided
PILLAR 4: RESEARCH CAREERS AND TALENT DEVELOPMENT				
4.1	Organization of specialized training courses to improve competences and knowledge (project management, copyright, anti-discrimination, ethics of conducting scientific research, etc.)	2025-2030	HR Department Research Office	On average 2 training courses per year
4.2	Polish language courses for foreigners	2025-2030	Research Office	Number of people taking part in classes
4.3	English language courses for IG PAS employees	2025-2030	Research Office	Number of people taking part in classes
4.4	Conducting a needs analysis among PhD students at IG PAS regarding mentoring	2025-2026	HRS4R & GEP Implementation and Monitoring Committee	Analysis Report