



REPORT 2025 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 2024 in a hybrid form with the participation of the International Advisory Board at IG PAS	24-25.02.2025	Research Office Scientific Departments	done	Session program Number of participants (more than 100 people)
1.2	Ceremony of awarding the scholarship named after Prof. Kacper Rybicki	13.05.2025	Research Office	done	Number of scholarships awarded: 1
1.3	Organization of Days of Scientific Departments: - Day of the Seismic Lithosphere Research Department - Day of the Theoretical Geophysics Department	14.01.2025 19.02.2025	Science Communication and Promotion Department Seismic Lithosphere Research Department Theoretical Geophysics Department	done	2 events took place
1.4	Organization of a conference on the occasion of World Water Day: presentation of the latest UNESCO report "Mountains and glaciers: Water towers", 3 expert presentations, a panel discussion, screening of the documentary film "When the Ice Disappears"	22.03.2025	Hydrology and Hydrodynamics Department	done	Conference program Number of participants: around 90 people
1.5	"Polish activity in the Arctic" – diplomatic meeting at IG PAS with	10.09.2025	Directory Board Polar and Marine	done	1 meeting took place



	representatives of the Arctic Council from Denmark and Greenland, as well as the Ministry of Foreign Affairs and the Ministry of Science and Higher Education		Research Department																														
1.6	Visits of representatives of foreign scientific institutions	2025	Directory Board Scientific Departments	done	<p>In 2025, IG PAS hosted delegations from 13 countries, comprising a total of 51 participants. The distribution of visitors by country was as follows:</p> <table><tr><td><u>Country</u></td><td><u>Number of participants</u></td></tr><tr><td>Ukraine</td><td>15</td></tr><tr><td>China</td><td>7</td></tr><tr><td>Germany</td><td>7</td></tr><tr><td>United Kingdom</td><td>5</td></tr><tr><td>Italy</td><td>4</td></tr><tr><td>France</td><td>3</td></tr><tr><td>Austria</td><td>2</td></tr><tr><td>Netherlands</td><td>2</td></tr><tr><td>India</td><td>2</td></tr><tr><td>Brazil</td><td>1</td></tr><tr><td>Iran</td><td>1</td></tr><tr><td>Japan</td><td>1</td></tr><tr><td>Morocco</td><td>1</td></tr></table>	<u>Country</u>	<u>Number of participants</u>	Ukraine	15	China	7	Germany	7	United Kingdom	5	Italy	4	France	3	Austria	2	Netherlands	2	India	2	Brazil	1	Iran	1	Japan	1	Morocco	1
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1.7	Bonuses for the best scientific publications	2025	Research Office	done	74 bonuses awarded for publications/for 45 people																												
1.8	Development of the functionality of the portal for researchers to store research data (Data Portal)	2025	IT Department, Data Steward	done	<p>Added / modified in the Data Portal:</p> <p>1) Enhancement of the counter plugin</p> <p>2) Replacement of the counter plugin with the Google Analytics application and adaptation of the Data Portal and other applications to Google services</p>																												



					3) Development of a plugin for sending data reminder notifications 4) Update of installed plugins and the application's virtual environment
1.9	Promotional, educational and disseminating activities	From Q1 2025	Science Communication and Promotion Department	done	Detailed report for 2025 (Appendix 1 to the report)
1.10	Achieving the goals set out in the Gender Equality Plan	From Q1 2025	HRS4R Implementation and Monitoring Committee	done	GEP report for 2025
1.11	Support for researchers from Ukraine and their families	2025	Directory Board	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 2025	Q1 2026	HRS4R Implementation and Monitoring Committee	Done	2025 OTM-R Checklist document
3. WORKING CONDITIONS					
3.1	Renovations of buildings belonging to IG PAS	2025	Administration Department	Done	Renovation works carried out: <ul style="list-style-type: none">• bathrooms in Otwock, implemented with the consent of the historic monument conservator• a basement room and fire protection staircases leading to the 1st floor rooms in the main building in Belsk Duży
3.2	Co-financing for kindergartens	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 4 people
3.3	Co-financing for culture (entrance tickets to theatre, cinema, etc.)	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 100 people
3.4	Co-financing for vacation	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 74 people



3.5	Co-financing for the Fit Profit sports card	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 66 people
3.6	0% loans for housing purposes	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 5 people
3.7	Ad hoc, non-repayable financial assistance provided in connection with an unexpected event	in progress	Social Benefits Fund Committee	Done	Number of beneficiaries in 2025: 17 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/instytut/rada-naukowa/dokumenty-rady-naukowej/• Mailing lists: general - ogloszenia@igf.edu.pl for researchers - naukowi@igf.edu.pl for PhD students - doktoranci@igf.edu.pl
3.9	Integration – a 2-day trip to the Observatory in Racibórz	30-31.05.2025	Administration Department Science Communication and Promotion Department	Done	Number of participants: 66 people
3.10	Integration trip of Geoplanet PhD students to the mine in Kłodawa	11.03.2025	Geoplanet Doctoral School	Done	Number of participants: 7 people
3.11	Integration Event – Escape Room	18.11.2025	Administration Department Science Communication and Promotion Department	done	Number of participants: 57 people
3.12	Christmas meeting combined with wreath-making workshops	19.12.2025	Administration Department	done	Number of participants: 59 people



			Science Communication and Promotion Department		
3.13	Ceremonial meeting of the Scientific Council held as part of the celebrations of the 60 th anniversary of the establishment of the Central Geophysical Observatory in Belsk	25.09.2025	Research Office	done	Number of participants: 50 people
3.14	Launch of a new IG PAS website compliant with WCAG standards	09.05.2025	Science Communication and Promotion Department IT Department	done	New website: https://www.igf.edu.pl/en/home/
3.15	A photographic exhibition presenting the laureates of the 24 th edition of the L'Oréal–UNESCO For Women in Science programme (including Dr. Zuzanna Świrad from the Polar and Marine Research Department, IG PAS)	From 08.01.2025	Science Communication and Promotion Department	done	1 photographic exhibition
3.16	A photographic exhibition entitled “Painted by River and Sand”, held in the IG PAS’ lobby (author: Dr. Emilia Karamuz)	From 22.09.2025	Science Communication and Promotion Department	done	1 photographic exhibition
3.17	A photographic exhibition on the work of geophysicists, displayed on the IG PAS’ fence, organised as part of the Science Festival	From 22.09.2025	Science Communication and Promotion Department	done	1 photographic exhibition
3.18	Individual photo session for scientific staff	08.09 -12.09.2025	Project Management Department	done	1 photo session



			Science Communication and Promotion Department		
3.19	Screening of films devoted to polar regions	04.12.2025	Science Communication and Promotion Department	done	Number of participants: 30 people
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): 18 people
4.2	English language courses for IG PAS employees	From X 2024 to VI 2025	Research Office	done	Agreement with the language school Number of people taking part in classes (IG PAS employees): 17 people
4.3	Development of the ERP System and the Integrated Electronic Document Management System (EOD), including the launch of 2 new processes: – settlement of domestic business travels / <i>Delegacje</i> , – handling of internal correspondence within the Registry module / <i>Kancelaria</i> /	2025	IT Department	done	Number of processes implemented
4.4	Training on the Prevention of Occupational Burnout	10.12.2025	HR Department	done	Number of trained employees: around 30 people
4.5	Training on the Prevention of Discrimination in the Workplace (in Polish)	10.06.2025 17.06.2025	HR Department	done	Number of trained employees: 18 people



4.6	Training on the Prevention of Discrimination in the Workplace (in English)	26.06.2025 09.07.2025	HR Department	done	Number of trained employees: 15 people
4.7	Training entitled “Creating an Inclusive Work Environment – Prevention of Mobbing and Discrimination”, dedicated to individuals involved in Arctic and Antarctic research (venue: the Institute of Biochemistry and Biophysics, PAS)	12.12.2025	HR Department Polish Polar Consortium	done	Number of trained employees (IG PAS): 5 people
4.8	Training on content management in WordPress (related to the IG PAS’ new website)	02.04.2025	IT Department	done	Number of trained employees: around 25 people
4.9	Training for drone operators	06.03.2025	HR Department	done	Number of trained employees: 20 people
4.10	First aid training combined with fire safety training	23.10.2025	Health and Safety Officer	done	Number of trained employees: 14 people
4.11	Training addressed to Project Coordinators and individuals involved in grant applications	14.10.2025	Project Management Department	done	Number of participants: around 20 people