

**Actualized action plan for implementation of principles, laid down in the Code and the Charter of Researchers
2016 – 2020**

Action plan 2016-2020 aims to outline the further steps, which VFU team should be done for sustainable implementation and application of principles, laid down in the Code and in the Charter of Researchers. It also includes the new elements, mentioned in the reports of DG “Research and Innovation”, European Commission^{1,2}.

Actualized plan was discussed and adopted by the University Council in Research on April 6th 2016.

Actualized plan was discussed and adopted by the Academic Council of VFU on November 25th 2016.

The updated version is approved by the Rector and the Vice-Rector in R&I of the VFU, and adopted by the Academic Council of VFU on October 25th 2018.

a) dimension I: Ethical and Professional Aspects

№	Principle	Planned Actions	Responsible / Deadline	Indicator
1	Research freedom, Ethical Principles and Professional Responsibility	<ul style="list-style-type: none"> ➤ Actualization of university research priorities according to national, European and international priorities; ➤ Continuing the search of opportunities for conducting high level research through participation in international organisations and projects; ➤ Comply with ethical and professional norms. 	Vice-rector R&I Vice-Rector IAPTD Deans, scientific Secretaries Commission for Academic Ethics Deadline: permanent Start: September 2016	<ul style="list-style-type: none"> - Yearly actualization of research plans and research priorities; - Increasing the number of projects with international research teams; - Yearly at least one international conference or seminar.
2	Dissemination, exploitation of results	<ul style="list-style-type: none"> ➤ Keeping the established processes and initiatives allowing regular dissemination of scientific information through the available for researchers’ mechanisms and tools; ➤ Publishing research results in prestigious scientific journals and scientific databases. 	Vice-rector R&I Deans, scientific Secretaries University Library University Publishers Deadline: Permanent Start: September 2016	<ul style="list-style-type: none"> - Increasing the number of publications in international scientific journals – at least 50 papers/year; - Increasing citation of VFU’s researchers – at least 50 citations/year; - Monthly publishing a Bulletin with information about national and international funding programs.

¹ Researcher’s Report 2014, Final Report, Deloitte, <http://ec.europa.eu/euraxess/index.cfm/general/researchPolicies>

² Report of the Working Group of the Steering Group of Human Resources Management under the European Research Area on Open, Transparent and Merit-based Recruitment of Researchers, 2015, http://ec.europa.eu/euraxess/pdf/research_policies/OTM-R-finaldoc.pdf

3	Public engagement	<ul style="list-style-type: none"> ➤ Proposing attractive topics for research related to the economy needs; ➤ Developing research and applied projects related to the business and community needs; ➤ Involving researchers in establishing partnership with business, local and government authorities. 	<p>Vice-rector R&I Institute for Doctoral Education Deans, scientific Secretaries Branch Trusteeships</p> <p>Deadline: permanent Start: October 2016</p>	<ul style="list-style-type: none"> - Proposing attractive topics for PhD-theses; - Developing research and applied projects ordered by business.
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b) dimension II: Recruitment

№	Principle	Planned Actions	Responsible / Deadline	Indicator
1	Recruitment, Selection, Transparency, Assessment's criteria	<ul style="list-style-type: none"> ➤ Introduction the principles of OTM-R; ➤ Continuing the policy for recruitment of foreign researchers; ➤ Using the EURAXESS network for advertising positions; ➤ Useful links to Bulgarian and foreign universities, institutes and research organizations on the university web-site to increase opportunities for work abroad; ➤ Develop a system to attract young and perspective researchers. 	<p>Vice-rector R&I "Human Resources" Office Technological Institute Departments</p> <p>Deadline: permanent Start: October 2016</p>	<ul style="list-style-type: none"> - System for assessment of the VFU's OTM-R policy; - Increasing the number of recruited foreign researchers in VFU – at least 2 researchers/year; - Information about R&I on the VFU's web-site; - Using the link to the EURAXESS web-site; - Publishing advertising in EURAXESS network; - System to attract young and perspective people to work as researchers.
2	Recognition of Mobility	<ul style="list-style-type: none"> ➤ Continuing motivation of the staff to mobility; ➤ Motivation of PhD-Students to realize mobility. 	<p>Vice-Rector in IAPTD</p> <p>Deadline: permanent Start: October 2016</p>	<ul style="list-style-type: none"> - At least 1 PhD-Student at mobility.

c) dimension III: Working Condition

№	Principle	Planned Actions	Responsible / Deadline	Indicator
1	Gender Balance	<ul style="list-style-type: none"> ➤ Keeping a balanced ratio between recruited men and women; ➤ Keeping a balanced ratio between men and 	<p>"Human Resources" Office Institute for Doctoral Education</p>	Men/Women: 50%/50%

		women enrolled in doctoral programs at VFU.	Deadline: permanent	
2	Research environment	<ul style="list-style-type: none"> ➤ Step-by-step develop an up-to-date research infrastructure; ➤ Continuing the access to the worlds scientific data bases as SCOPUS, Web of Science, etc. 	Vice-rector R&I Vice-Rector IAPTD Deans, University Library	<ul style="list-style-type: none"> - new or renewed laboratories; - up-to-date software's; - access to research data bases.
3	Stability and permanence of employment	<ul style="list-style-type: none"> ➤ Informing fixed-term researchers about implementation and abiding the social security principles for the period of their employment. 	"Human Resources" Office	
4	Intellectual property rights	<ul style="list-style-type: none"> ➤ Developing a monitoring system for intellectual property rights and co-authorship. 	Vice-Rector in R&I Faculty of Law, Technological Institute	<ul style="list-style-type: none"> - Developing a monitoring system; - Publications in co-authorship with foreign researchers - 5 % of all publications, written by VFU researchers
5	Co-authorship	<ul style="list-style-type: none"> ➤ Developing a monitoring system for intellectual property rights and co-authorship; ➤ Publications in co-authorship with foreign researchers 	Deadline: permanent Start: October 2016	

d) *dimension IV: Training*

№	Principle	Planned Actions	Responsible / Deadline	Indicator
1	Relation with supervisors; Supervision and managerial duties	<ul style="list-style-type: none"> ➤ Continue the efforts to improve the supervisor's quality of young researchers; ➤ Encouraging students to do research; ➤ Proposing attractive topics for research closely linked to the business needs; ➤ Annual assessment of researchers and PhD-students. 	Vice-rector R&I Institute for Doctoral Education Deans, scientific Secretaries Branch Trusteeships Deadline: permanent Start: October 2016	<ul style="list-style-type: none"> - Increasing the number of enrolled PhD-students – at least 5 per year; - Proposing attractive topics for PhD-theses; - Annual assessments of researchers and PhD-students.
2	Continuing professional development	<ul style="list-style-type: none"> ➤ Monitoring on career development of PhD-students after their graduation. ➤ Survey about the type and topics of training for researchers; ➤ Organizing training courses for the academic staff and for researchers. 	Career Center Deadline: permanent Start: October 2016	<ul style="list-style-type: none"> - Yearly publication of information about alumni graduate PhD at VFU (on paper or on the university web-site) - A survey about the type of training; - At least one training course/seminar per year.