Important message to institutions:

Site Visits: All HRS4R in-house audits planned for 2020 Q4 will be conducted remotely with the consent of the host institution. Should your institution be at renewal stage, once you submit your self-assessment online via the e-tool, the EC will be in contact with you to set a date for the remote visit together with a panel of independent experts. Should the institution prefer a classic on-site visit, the audit will be postponed to early spring 2021. Meanwhile, institutions involved in the process can continue using the HR Excellence in research award.

Action Plan

Case number: 2019IT399330
Name Organisation under review: UNIVERSITA' DEGLI STUDI DI NAPOLI PARTHENOPE
Organisation’s contact details: Via Amm. F. Acton, 38, Napoli, ITALY, 80133
Submission date: 16/06/2020

1. Organisational Information

Please provide a limited number of key figures for your organisation. Figures marked * are compulsory.

<table>
<thead>
<tr>
<th>STAFF &amp; STUDENTS</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total researchers = staff, fellowship holders, bursary holders, PhD. students either full-time or part-time involved in research *</td>
<td>581</td>
</tr>
<tr>
<td>Of whom are international (i.e. foreign nationality) *</td>
<td>26</td>
</tr>
<tr>
<td>Of whom are externally funded (i.e. for whom the organisation is host organisation) *</td>
<td>61</td>
</tr>
<tr>
<td>Of whom are women *</td>
<td>360</td>
</tr>
<tr>
<td>Of whom are stage R3 or R4 = Researchers with a large degree of autonomy, typically holding the status of Principal Investigator or Professor. *</td>
<td>294</td>
</tr>
<tr>
<td>Of whom are stage R2 = in most organisations corresponding with postdoctoral level *</td>
<td>61</td>
</tr>
<tr>
<td>STAFF &amp; STUDENTS</td>
<td>FTE</td>
</tr>
<tr>
<td>------------------</td>
<td>-----</td>
</tr>
<tr>
<td>Of whom are stage R1 = in most organisations corresponding with doctoral level</td>
<td>226</td>
</tr>
<tr>
<td>Total number of students (if relevant)</td>
<td>10500</td>
</tr>
<tr>
<td>Total number of staff (including management, administrative, teaching and research staff)</td>
<td>839</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RESEARCH FUNDING (figures for most recent fiscal year)</th>
<th>€</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total annual organisational budget</td>
<td>57108737</td>
</tr>
<tr>
<td>Annual organisational direct government funding (designated for research)</td>
<td>41958035</td>
</tr>
<tr>
<td>Annual competitive government-sourced funding (designated for research, obtained in competition with other organisations – including EU funding)</td>
<td>5276047</td>
</tr>
<tr>
<td>Annual funding from private, non-government sources, designated for research</td>
<td>862392</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ORGANISATIONAL PROFILE (a very brief description of your organisation, max. 100 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parthenope University focuses its activities on the sea and on the environmental protection. “Parthenope” is now the second University in Naples offering educational programs with Bachelor and Master of Science degrees. Ph.D. programs, Research and Educational activities fall into five different areas: Engineering, Science and Technology, Business and Economics, Law, and Physical Education. The University of Naples “Parthenope” was established in 1920 as higher education Royal Naval Institute, and promoted to University in 1939/1940. Currently Parthenope has seven Departments, hosts about twelve thousands students and more than six hundred employees, three hundred being permanent professors and researchers.</td>
</tr>
</tbody>
</table>
2. Strengths and weaknesses of the current practice

Please provide an overview of the organisation in terms of the current strengths and weaknesses of the current practice under the four thematic headings of the Charter and Code at your organization.

Note: Click on the name of each of the four thematic headings of the Charter and Code to open the editor and provide your answer.
STRENGTHS:

- Parthenope fully guarantees the research freedom; according to its institutional principles, Parthenope University enhance international cooperative research and educational activities.

- Parthenope adopted an Ethical Code in which identifies values and responsibilities for Researchers, students and administrative personnel. Parthenope University complies with the legal provisions on intellectual property and plagiarism and its employees are required to comply with the relevant provisions.

- Parthenope regulation on intellectual and industrial property establishes that, if the invention is achieved through the contribution of several inventors, all the inventors are recognized as co-inventors with the subsequent attribution to all of the resulting rights according to the inventive contribution they declare or, in the absence of a declaration, presumably in equal proportions.

- Parthenope website contains all the main documents that govern the University's life and its procedures.

- Parthenope Governance ensures the participation of representatives of all the University community in different Boards. University Departments perform the research project management. The academic organization ensures effective and timely support to the researcher in the project management.

- Parthenope administrative structures support awareness and compliance with rules by the staff which carries out research and teaching activities. In recent years, training courses were organized for Ph.D. candidates on issues of IPR, led both by internal staff and external experts.

- Parthenope Regulation of Administration, Finance and Accounting clearly states that the accounting and administrative processes are inspired by legality, transparency, efficiency, effectiveness and parsimony, and that they tend to make all together responsible for resources management.

- Parthenope Regulation regarding protection defines the technical procedures for the security of personal data and provides the necessary instructions to conduct the research on workplace ensuring safety and health. Parthenope University usually enters into Confidentiality Agreements to protect the confidential information of scientific or technical nature that needs to be exchanged or shared with third parties for the purposes of research.

- The Parthenope's Statute affirms the principles of full and open access to scientific literature and the free dissemination of research results and the safeguard of the rights to obtain patents for industrial inventions using the structures and financial resources of the
Parthenope "Iris" Repository is the IT solution to facilitate the collection and management of data and activities related to the research products. IRIS is accessible from the university's website and collects all kinds of research outputs. Parthenope's IRIS repository meets the EU policies for Open Access to research publications, according to the pilot project OpenAIRE.

Civic Engagement is a key component of Parthenope's broader mission of engagement which includes enterprise and public engagement. Significant developments have been put in place for PhD students to be encouraged to communicate their work in non-specialist language through training within the Structured PhD.

The principle of non-discrimination is affirmed both in the Parthenope Statute and in the Ethical Code. The University also adopted a Code of Conduct for the protection of the dignity of workers, employees and students.

Parthenope adopted a result-oriented logic in the distribution of resources using a proper methodology to assess scientific production that takes place every year. Results of the evaluation systems fulfil university needs.

WEAKNESSES:

Parthenope University fully guarantees the research freedom, although it is worth noting that fund raising in some scientific and cultural fields and too much bureaucracy in spending procedure could represent an external constraint on total freedom.

Parthenope should implement a proper communication strategy about the ethical principles adopted. Parthenope University should implement on its website a proper guidance tool to address any concerns and should make available all the documents and templates also in English language.

Poor knowledge and awareness of the Ethical Code and of the regulation on industrial property especially among young researchers. Ph.D.s should be better guided from cheating and plagiarism to honesty and integrity.

Parthenope could improve the research project reporting and management by using a bank platform that may record all activities related to research projects.

A lack of information regarding the awareness of the Regulations has been identified among young researchers. In addition, even though for the national legislation the employment contract has legal value only if it is written in Italian, at the time of hiring international researchers, it would be appropriate to provide them with a copy of the employment contract in English and to make available an English version of all the templates.

Parthenope should provide responsible access to research data by reconciling benefits of data sharing with privacy rights and ethical and regulatory requirements. Findable, Accessible, Interoperable and Reusable (FAIR) metadata should be developed. Parthenope will try to exploit the IRIS repository as a database facility; moreover, a webpage will be created to allow researchers to access the main databases (Zenodo, et cetera) to properly manage and give free access to the different formats of research data.
STRENGTHS:

- Parthenope recruits researchers through public vacancies according to their own regulations and in compliance with the general principles established by central legislations to ensure transparent and homogenous recruitment procedures throughout EU. Each call must be published on the Parthenope website as well as on the Ministry of education and EU websites and has to specify the relevant scientific sector, as well as the functions, the rights and duties and the economic treatment that will be included in the contract.

- The evaluation is based on qualifications and interviews. Facilities for special disadvantaged groups or for researchers returning to a research career are not possible considering the legal framework the university has to comply with. Calls follow the same publicity and transparency rules of the recruitment of professors and researchers. The general selection announcement contains detailed information regarding the selection procedure and how to apply.

- A section of the website is dedicated to career opportunities "Lavora con noi". The notice contains a clear description of the recruitment process, the selection criteria and the number of available positions, scores and ratings assigned to individual candidates are securely filed. With regard to career opportunities, contracts for temporary research staff have definite duration and the legislation clarifies that this can be configured as a title in the context of evaluations for access to higher researcher positions.

- Parthenope recruits its professor according to the current Regulation based on a national qualification process. For Research Fellows and PhD candidates the evaluation considers the academic CV and the potential to perform the research proposed. The evaluation of PhD at University of Naples “Parthenope” is based only on qualifications and on an interview; the candidate’s CV, studies and previous experiences, publications, knowledge of English and educational career are considered, together with other qualitative aspects such as motivation to undertake the PhD course and aptitude to research. The interview is considered to be the most suitable tool for a full evaluation. The announcement includes the evaluation criteria for all PhD courses, but each Committee defines the specific weight of each qualification. For the grant fellows, the selection is made through comparative evaluation of the candidates and it is based on the evaluation of qualifications, publications and documented research, in addition to the evaluation of the interview (and any written test) on research fields identified by the selection notice.

- The Parthenope University aims at internationalization and mobility of students, researchers and professors, investing additional own resources to expand the opportunities for participation in the Erasmus+ project. Parthenope University has a specific office for the management of international mobility, the USICL office Every professor and researcher can become promotor of an Interinstitutional Agreement within the framework of Erasmus+ program. International mobility is encouraged specially for PhD candidates and great importance is given to transnational and intersectoral mobility experience. The Regulation for the allocation of research grants provides
Parthenope Research Fellow positions are financed directly by research grants. Within the restrictions imposed by national legislation, the opportunity to maintain the collaboration with the University is given to as many Post-Docs as possible. The web-site of “Parthenope” University is always updated with all the calls and opportunities for post Doctorate researchers, within the section “News”. There is also an internal newsletter, which sends information to all researchers and professors about several topics, among which research opportunities have a central and wide space.

**WEAKNESSES**

- Parthenope has to facilitate access to the procedures for admission to doctoral programs specially for international candidates.

- Parthenope should implement on the English website the description of knowledge and competencies required and should not discourage suitable applicants. Furthermore, the English website should include a description of the working conditions and entitlements, including career development prospects.

- Lack of an online application system.

- About the admission to doctoral programs, University has limited autonomy in defining separate modalities for comparative evaluation of the candidates, which makes the selection process rather inflexible, with deadlines and procedures established by law in the national framework;

- Revision of all documents containing and related to calls for positions for researchers and professor by including specific indications about CV gaps. As it is specifically stated by current law, the continuity of scientific activity is rewarded both for the temporary and permanent research staff. No faults are found, except those due to compliance with national legislation.

- Parthenope should provide proper guidelines in English language for supporting the applications of International researchers and proper workshops/guidelines for career planning and developing skills among researchers. Parthenope should improve the communication at the end of the selection process providing a more adequate feedback of the interviewees.
STRENGTHS

- "Parthenope" University promotes several initiatives and good practices aimed at the valorization of all staff figures. The International dimension represents a priority, as well as the interdisciplinary activity. Moreover, it promotes staff training to improve the quality of services.

- Parthenope University promotes wellbeing in study and work places and uses preventive strategies to increase safety and quality. It promotes the quality of life using methods aimed at solving problems associated with working relationships, giving support to professors, staff at work and the relative family structures.

- Parthenope University provides measures to guarantee equality and equal opportunities between men and women and the absence of any form of discrimination, direct and indirect, relating to gender, age, sexual orientation, race ethnic origin, disability, religion or language, access to work, treatment and working conditions, professional training, promotions and safety at work in public administrations.

- Parthenope internal regulation complies with the restrictive national legislation, which imposes to adopt a proper type of contract for each position. Parthenope adopts a public selection for the recruitment of the researchers. Candidates must have a PhD, or an equivalent specialization diploma for the medicine sector, and any other requirement established by each university in its own regulations. The university’s mission is to train young researchers also suitable for non-academic positions, if it is not possible to ensure career progression in the university.

- Parthenope University recognizes the merit of skills and rewards the results obtained in research and has introduced a proper regulation for additional income to be allocated to professors and researchers.

- Parthenope Internal Regulation for the Recruitment establishes that the judging commissions for the recruitment of researchers have to respect the equal opportunity criteria.

- A career development strategy for researchers is not possible according to the Italian legislation, but Parthenope organizes proper events land placement services.

- Parthenope includes internationalization among its institutional goals and recognizes the importance of intensifying collaborations with international partners aimed at increasing the quality and efficiency of education and training systems. Parthenope supports and promotes the international dimension of research and training programs also through the signing of agreements with European and non-European institutions in order to promote participation in international networks, offers international research doctorates, constantly
Parthenope tries to help the community through its institutional website, where an entire section is dedicated to the Placement office with the description of all its activities, such as events planned, company presentations, career days, workshops, internship advertisements and other opportunities.

Parthenope University has adopted its own intellectual property management policy. Its principal purpose is to stimulate and encourage the applied research within the institution, also through collaboration with linked third parties, to support the negotiations on intellectual property in different forms of cooperation with the industry, to valorize the possible protection of the research results and to exploit the Intellectual Property through licensing. Parthenope supports researchers in each phase of the technology transfer process and its activities are aimed at promoting the growth of spin-off companies.

Parthenope university encourages young researchers to engage in education. Supervisors help their young researchers to give seminars and short courses in order to develop their skills and competences in education activities.

Parthenope Teaching Regulation provides that students, including PhD students, are subjected to the disciplinary jurisdiction of the Rector and the Academic Senate. The Senate has representatives of the various categories of personnel, elected by peers, which can be useful for discussion of problems and situations not only of a contractual nature.

Parthenope Statute provides that a representative of the research fellows must be member of the Council of Department and that PhD candidates can elect their representatives in the governing and evaluation bodies, teaching structures and other external bodies.

**WEAKNESSES**

Parthenope generally complies with the principle of gender balance. The judging commissions are composed respecting gender balance criteria. Indeed, there is a lower presence of women in the highest positions and in the managerial roles.

A career development strategy for researchers is not possible according to the Italian legislation.

Parthenope should conceive and implement an Innovation Promoter to better define the most suitable incentives and mechanisms, stimulate innovation, facilitate its transfer and elicit its value. The university should also equip itself with the necessary skills to identify, protect and administer PPE efficiently.

The Statute of Parthenope provides for the establishment of the Academic Disciplinary Committee and for the University Student Ombudsman appointed by the Joint Committee for Teaching. The lack of an impartial figure is identified, who would in first instance help solve disputes avoiding legal actions. An impartial figure external to the University should be dedicated to deal with complaints and appeals.
STRENGTHS:

- The University Regulation on temporary researchers provides that researchers organize their work in agreement with the Head of Department and the project/research-program responsible. Where required, the researcher must certify monthly its activities and the research-programme responsible must validate it.

- Parthenope rules states that whoever has more qualification and seniority acts as the leader of a research group and assume its responsibility to foster the professional growth of less experienced researchers, ensuring the necessary resources and a supportive work environment.

- "Research training" is ensured through the work developed daily in a research group. Parthenope University has created the Job Placement Office that supports Postdocs and PhD candidates in the transition from Academia to the market. The Job Placement Office offers a series of placement opportunities for PhD candidates and promotes active liaison with a large number of companies. In order to continue professional development departments usually organize conferences and workshops. The participation to international conferences is also fostered through the financial support of Departments. Research service offers training opportunities related to research funding programs, research contracts and proposal writing. Specific courses are implemented for PhD Students; these courses are open also to Researchers.

- Parthenope rules clearly identify a supervisor for non-tenured staff. The Regulation for the allocation of research grants provides that structures must identify, for each research fellow, a scientific responsible under whose guidance and direction the tasks assigned must be carried out. Each PhD candidate works under the supervision of an academic tutor, to whom he/she reports regularly on the progress of the research. In projects in which companies are involved, there is often also a tutor from the company.

The PhD Regulation provides that PhD Programs must prove to have enough tutors compared to the number of doctoral candidates. Tutors must have documented scientific production related to the last five years in the cultural area of the course. The Regulation for allocating research grants provides that the research fellows collaborate in research activities according to the advice and under the supervision of the scientific responsible; the research fellow has the obligation to submit a detailed written report annually on his/her research which will be evaluated by the scientific responsible.

WEAKNESSES:

- Parthenope should improve the communication/promotion of courses organized by the Doctoral school in order to encourage the widest possible participation.
3. Actions

The Action Plan and HRS4R strategy must be published on an easily accessible location of the organisation's website.

Please provide the web link to the organization's Action Plan/HR Strategy dedicated webpage(s):
https://www.uniparthenope.it/ricerca-e-terza-missione/ricerca hrs4r

Please fill in the list of all individual actions to be undertaken in your organisation's HRS4R to address the weaknesses or strengths identified in the Gap-Analysis. The listed actions should be concise, but detailed enough for the assessors to evaluate the level of ambition, engagement and the expected implementation process. The institution should strive to provide a detailed plan, not just an enumeration of actions.

Note: Choose one or more of the principles automatically retrieved from the GAP Analysis with their implementation ratings.

Proposed ACTIONS
Proposed ACTIONS

Action 1

Parthenope should adopt a better organization addressed to simplify spending procedure and improve fund raising for young researcher.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 1. Research freedom</td>
<td>2020 Q4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge Transfer Manager; Communication Area</td>
<td>Number of research project (NRP) presented in the next 3-years from Young researchers as PI / NRP &gt; 3</td>
</tr>
</tbody>
</table>
Action 2

Parthenope should implement a proper communication strategy, together with the production of all the documents and templates in English language. Parthenope University should implement on its website a proper guidance tool to address any concern.

GAP Principle(s)

(+/−) 2. Ethical principles

Timing (at least by year’s quarter/semester)

2021 Q1

Responsible Unit

Knowledge Transfer Manager, Communication Area

Indicator(s) / Target(s)

Guidance tool available on website
Action 3

Parthenope should adopt a better communication strategy to disseminate the contents of both the Ethical Code and the regulation on industrial property, especially among young researchers, also implementing the information on the website in English language. Parthenope should provide a proper software to recognize and avoid unconscious and unintentionally plagiarism of Ph.D. thesis; should improve the use of Non-Disclosure Agreement to protect intellectual property and should guide Ph.D. Student to honesty and integrity banning cheating and plagiarism.

GAP Principle(s)

(+/-) 3. Professional responsibility

2021 Q1

Responsible Unit

Knowledge Transfer Manager;
Innovation Promoter;
Legal Area

Indicator(s) / Target(s)
**Action 4**

Parthenope should improve the research project reporting and management by using a bank platform that may record all activities related to research projects.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 4. Professional attitude</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

**Responsible Unit**

<table>
<thead>
<tr>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research project databank available on website</td>
</tr>
</tbody>
</table>

**Action 5**

Parthenope will adopt the Research Professional platform for information on funding, will improve the awareness among the University research staff of international funding opportunities and will encourage young researchers to participate in ERC program.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 4. Professional attitude</td>
<td>2020 Q4</td>
</tr>
</tbody>
</table>

**Responsible Unit**

<table>
<thead>
<tr>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of ERC project presented (NERCP) in the next 3 years/NERCP &gt; 3</td>
</tr>
</tbody>
</table>
**Action 6**

Parthenope should provide an English-language copy of the employment contract and of all the templates to the international researchers. Furthermore, a Welcome Kit should be available on the website for Research fellows, Temporary Researchers and PhD Candidates. The Welcome Kit will include both national and academic regulations governing training and working conditions and Intellectual Property Rights regulations.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 5. Contractual and legal obligations</td>
<td>2021 Q2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources Area</td>
<td>Welcome kit available on website</td>
</tr>
</tbody>
</table>
Action 7

Parthenope should implement a proper regulation in order to provide responsible access to research data by reconciling benefits of data sharing with privacy rights and ethical and regulatory requirements, applying Findable, Accessible, Interoperable and Reusable (FAIR) metadata. Parthenope University will discuss with Cineca Consortium (https://www.cineca.it/en) the technical feasibility to exploit the IRIS repository as a database facility; moreover, a webpage will be created to allow researchers to access the main databases (Zenodo, et cetera) to properly manage and give free access to the different formats of research data.

GAP Principle(s)

(+/-) 8. Dissemination, exploitation of results

Timing (at least by year's quarter/semester)

2021 Q2

Responsible Unit

Research area, Knowledge Transfer Manager

Indicator(s) / Target(s)
### Action 8

Parthenope will facilitate access to the procedures for admission to doctoral programs and research positions specially for international candidates through the introduction of an online application system.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 12. Recruitment</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Senate, Human Resource Area and Departments</td>
<td></td>
</tr>
</tbody>
</table>
Action 9

Parthenope should complete its website in English Language in order to give a proper description of knowledge and competencies required and should not discourage suitable applicants. Furthermore, the English website should include a description of the working conditions and entitlements, including career development prospects.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 13. Recruitment (Code)</td>
<td>2021 Q2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Human Resource Area</td>
<td></td>
<td></td>
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</tbody>
</table>

Action 10

Parthenope should provide proper guidelines in English language for supporting the applications of International researchers and proper workshops/guidelines for career planning and developing skills among researchers. Parthenope should improve the communication at the end of the selection process providing a more adequate feedback of the interviewees, ensuring not only the publication of the Rector’s decree in English language but also a ranking shortlist.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 21. Postdoctoral appointments (Code)</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
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</thead>
<tbody>
<tr>
<td>Human Resource Area</td>
<td></td>
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</table>
**Action 11**

Parthenope Career Service supports Doctoral Students (company search, training, CV deployment, etc.) although could improve it, adopting a better communication

**GAP Principle(s)**


table

<table>
<thead>
<tr>
<th>Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/−) 25. Stability and permanence of employment</td>
<td>2020 Q4</td>
</tr>
</tbody>
</table>

**Responsible Unit**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Placement Area</td>
<td></td>
</tr>
</tbody>
</table>

**Action 12**

Parthenope should organize more initiatives for a stronger dissemination of the values of EU programs like Horizon 2020: this may surely be a way to stimulate the debate and to promote the importance of gender balance, that in cultural environments like Universities should be even more urgent.

**GAP Principle(s)**


table

<table>
<thead>
<tr>
<th>Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/−) 27. Gender balance</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

**Responsible Unit**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Area</td>
<td></td>
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</tbody>
</table>
Action 13

Parthenope University cannot plan any action according to the current legislation, but should encourage supervisors of PhDs and brightest undergraduates to follow their students providing proper suggestions and information about any possibility of working in the field of non-academic research as their students cannot access the databases of international sector associations, etc.; Supervisors should invite them to participate and properly prepare them for the European Job Market.

GAP Principle(s)

(+/-) 28. Career development

Timing (at least by year's quarter/semester)

2021 Q1

Responsible Unit

Indicator(s) / Target(s)

Research Area and Departments

Action 14

Parthenope University should encourage supervisors of PhDs and brightest undergraduates to follow their students providing proper suggestions and information about any possibility of working in the field of non-academic research as their students cannot access the databases of international sector associations, etc.; Supervisors will invite them to participate and properly prepare them for the European Job Market.

GAP Principle(s)

(+/-) 29. Value of mobility

Timing (at least by year's quarter/semester)

2021 Q1

Responsible Unit

Indicator(s) / Target(s)

Research Area and Departments
**Action 15**

Parthenope should implement its organization by creating a technology transfer office and the position of Innovation Promoter in order to support the Researchers regarding the intellectual property rights. Parthenope, like any other public or private institution capable of generating innovation, should conceive and implement a I.P. that defines the most suitable incentives and mechanisms to stimulate innovation, facilitate its transfer and elicit its value. The university should also equip itself with the necessary skills to identify, protect and administer PPE efficiently.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year’s quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 30. Access to career advice</td>
<td>2020 Q3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
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<tbody>
<tr>
<td>Research Area</td>
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</table>

**Action 16**

Parthenope should solve the problem related to the lack of an impartial figure who would in first instance help solve disputes avoiding legal actions. An impartial figure external to the University should be dedicated to deal with complaints and appeals. If the dispute involves researchers, the Head of the academic group can play this role or, if the dispute involves Ph.Ds. also the Coordinator could be the right person and resolve the conflict with the supervisor. In both cases, by mutual agreement, the conflict could be resolved without involving figure external to the University.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year’s quarter/semester)</th>
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<tbody>
<tr>
<td>(+/-) 34. Complains/ appeals</td>
<td>2020 Q4</td>
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<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
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<tbody>
<tr>
<td>Human Resource Area</td>
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</table>
### Action 17

Parthenope should implement a full revision of all documents containing and related to calls for positions for researchers and professors aimed to eliminate specific indications about CV gaps.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
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<tbody>
<tr>
<td>(+/-) 17. Variations in the chronological order of CVs</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

**Responsible Unit**
- Human Resources Area

### Action 18

Parthenope should implement its organization by creating a technology transfer office and the position of Innovation Promoter in order to support the Researchers regarding the intellectual property rights. Parthenope, like any other public or private institution capable of generating innovation, should conceive and implement a P.I. that defines the most suitable incentives and mechanisms to stimulate innovation, facilitate its transfer and elicit its value. The university should also equip itself with the necessary skills to identify, protect and administer PPE efficiently.

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<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year's quarter/semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+/-) 31. Intellectual Property Rights</td>
<td>2020 Q2</td>
</tr>
</tbody>
</table>

**Responsible Unit**
- Research Area
**Action 19**

The Parthenope administrative procedure of project management fully complies with this principle, but a proper regulation on research data protection should be implemented. However, Parthenope University should improve IT systems in order to adopt adequate backup strategies.

<table>
<thead>
<tr>
<th>GAP Principle(s)</th>
<th>Timing (at least by year’s quarter/semester)</th>
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<tbody>
<tr>
<td>(+/-) 7. Good practice in research</td>
<td>2021 Q1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Unit</th>
<th>Indicator(s) / Target(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Area, Legal Area, Knowledge Transfer Manager and Innovation Promoter</td>
<td></td>
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</tbody>
</table>
### Action 20

Parthenope should improve funding to young Researcher in order to increase the participation to international conferences,

#### GAP Principle(s)

| (+/-) 38. Continuing Professional Development |
| 2021 Q2 |

#### Responsible Unit

- Academic
- Senate and Boards of Governor

#### Indicator(s) / Target(s)
Action 21

Parthenope should adopt a better communication/promotion of courses organized by the Doctoral school in order to encourage the widest possible participation.

GAP Principle(s)

(+-) 39. Access to research training and continuous development

2021 Q2

Responsible
Unit
Departments and PhD Board

Indicator(s) / Target(s)

Action 22

Parthenope should establish a standard procedure for the management of the relationship between the supervisor and the temporary researcher (e.g., periodicity of meetings and reports; nature and length of reports; etc.) to create a ‘standard supervisory relationship’ at the University level.

GAP Principle(s)

(+-) 40. Supervision

2021 Q1

Responsible
Unit
Departments and Doctorate Boards

Indicator(s) / Target(s)
The establishment of an Open Recruitment Policy is a key element in the HRS4R strategy. Please also indicate how your organisation will use the Open, Transparent and Merit-Based Recruitment Toolkit and how you intend to implement/are implementing the principles of Open, Transparent and Merit-Based Recruitment. Although there may be some overlap with a range of actions listed above, please provide a short commentary demonstrating this implementation. If the case, please make the link between the OTM-R checklist and the overall action plan. (max. 1000 words) *

Parthenope University complies with this policy since procedures for professors and researchers are defined by legislation, but the communication on its rules related to recruitment process for foreign applicants will be better implemented. Parthenope OTM-R policy is a part of human resource strategies as well as it is included within the University’s overall policy aimed at increasing the attractiveness for researchers from abroad and improving the reputation and the working conditions from the researchers’ point of view. It is important for the institution to consider that the whole set of ‘employment conditions’ being offered to applicants represents a key element of attractiveness.

Parthenope shall reinforce the OTM-R policy finding ways of doing things better always referring to the 3 keywords: open, transparent, merit-based with the aim of ensuring that the best person for the job is recruited.

A good OTM-R shall be able to promote optimal circulation of scientific knowledge in ERA.

For this purpose, Parthenope shall implement on the English website the description of knowledge and competencies required and should not discourage suitable applicants. Furthermore, the English website will include a description of the working conditions and entitlements, including career development prospects.

Parthenope intends to implement providing proper guidelines in English language for supporting the applications of international researchers and proper workshops/guidelines for career planning and developing skills among researchers.
The activities of the WG have been established and addressed taking in account the recruitment system and the relevant phases like advertising and application, selection and evaluation, plus overall assessment. With regard to the application phase, the principles have been implemented and consolidated in common practices related to transparency and effectiveness of the financial management of the University. In fact, the notice contains a full description of the procedures and the criteria, a clear description of the recruitment process, the selection criteria and the number of available positions, scores and ratings assigned to individual candidates are securely filed. The specific section of the website "Lavora con noi" is dedicated to career opportunities. With reference to the selection and evaluation phase, University has clear rules governing the appointment and the composition of selection committees and the composition of selection committees.

About the selection committees and their background and training, Parthenope University has created courses for the formation of the recruitment personnel, to ensure that each decision of the committees is the expression of a collegial view and that the most suitable candidates are chosen in every selection.

The participation of external candidates to selections is encouraged, thanks to the FFO (Fondo di Finanziamento ordinario - Fund of Ordinary Financing - DM 552 - 06 July 2016), which establishes the opportunity to have access to a special financing measure for Universities on the basis of the evaluation of their recruitment policies.

The proposed action related to the implementation of the OTM-R policy are:

- limiting the bureaucracy to the minimum in the application phase;

- improving the communication at the end of the selection process providing a more adequate feedback of the interviewees, ensuring not only the publication of the Rector’s decree in English language but also a ranking shortlist;

- monitoring constantly the most important metrics of the process (time to hire, cost to hire etc ...), in order to analyze them at each stage of the recruitment process;

- providing info sessions on HRS4R and on OTM-R policy, as well as other initiatives in conjunction with researchers and hierarchy;

- involving more researchers in decisions that affect them.

In order to provide academic community one channel for communicating their questions and complaints Parthenope University has set up an appropriate complaints mechanism thanks to a new specific office: Disciplinary Proceedings Office and University Staff Litigation.

An effective OTM-R policy implies gender awareness throughout the recruitment process within an institution, including the promotion of gender balance within the respective committees.

If your organisation already has a recruitment strategy which implements the principles of Open, Transparent and Merit-Based Recruitment, please provide the web link where this strategy can be found on your organisation's website:
4. Implementation

General overview of the expected overall implementation process of the action plan: (max. 1000 words)

The implementation phase will be accompanied by actions of evaluation and monitoring to ensure that measures are realized. Progresses will regularly be overseen by the implementation group, which will evaluate the situation by the organization of regular meetings with the members of the focus group, whose contribution to the process will not stop with the end of the first phase. With the help of the focus group, regular surveys and investigations will be developed, with the aim of evaluating the level of implementation of the process and supporting its realization. The participation of the research community for the implementation process will be encouraged, through the organization of open events, shaped on the basis of researchers' suggestions. A strong empowerment oriented strategy will be created in favour of the research community, for instance proposing the creation of macro-areal groups of researchers, composed on the basis of academic, cultural and personal interests and inclinations, which will have the role to propose initiatives, measures and actions aimed at the implementation of good practices. Groups may be asked to publish a periodical report on the state of the implementation process, in which opinions and proposals may be collected.

The managerial bodies will be invited to submit all the documents and decisions regarding HR to an evaluation group, which will include representatives of the macro-areal groups of researchers described above.

The evaluation group will also have the task of monitoring the evolution of implementation, working as a collegial body and having periodical meetings whose purpose will be to discuss the state of the art about implementation.

Evaluation will be conducted creating objectively verifiable indicators (OVIs) to be used as assessment tools for the evaluation group.

Indicators will belong to the categories of the principles of the Charter and Code and will describe the University practices' improvement within each category, starting from the baseline represented by the state of the art at the moment of Gap Analysis.

Make sure you also cover all the aspects highlighted in the checklist below, which you will need to describe in detail:

**Note:** Click on each question of the checklist to open the editor.
Progresses will regularly be overseen by the implementation group, which will evaluate the situation by the organization of regular meetings with the members of the focus group, whose contribution to the process will not stop with the end of the first phase. With the help of the focus group, regular surveys and investigations will be developed, with the aim of evaluating the level of implementation of the process and supporting its realization. Each meeting will be organized to discuss the results of the surveys and program solutions to potential obstacles, while planning the following investigations to be conducted. Progresses will regularly be overseen by the implementation group, which will evaluate the situation by the organization of regular meetings with the members of the focus group, whose contribution to the process will not stop with the end of the first phase. With the help of the focus group, regular surveys and investigations will be developed, with the aim of evaluating the level of implementation of the process and supporting its realization. Each meeting will be organized to discuss the results of the surveys and program solutions to potential obstacles, while planning the following investigations to be conducted. Progresses will regularly be overseen by the implementation group, which will evaluate the situation by the organization of regular meetings with the members of the focus group, whose contribution to the process will not stop with the end of the first phase. With the help of the focus group, regular surveys and investigations will be developed, with the aim of evaluating the level of implementation of the process and supporting its realization. Each meeting will be organized to discuss the results of the surveys and program solutions to potential obstacles, while planning the following investigations to be conducted.
Within the context of the implementation group and the focus group meetings, there will also be a special session dedicated to the organization of open events aimed at the involvement of the research community. The first open events will be organized to listen to the researchers' comments and story-telling about their perception of the implementation process. After these first events, other kinds of open events will take place, which are now not predictable, due to the fact that they will be shaped together with the research community itself, in a participatory perspective. Researchers will be asked to design their own ideas about the kind of events which, in their perspective, can represent a good participation method, so that participation will not be an imposition or a duty, but an authentic process from below.

But participation does not only consist in special events: it should take place every day, within the internal working conditions and the relations among the subjects. Therefore, a strong empowerment oriented strategy will be created in favour of the research community, for instance proposing the creation of macro-areal groups of researchers, composed on the basis of academic, cultural and personal interests and inclinations, which will have the role to propose initiatives, measures and actions aimed at the implementation of good practices. Groups may be asked to publish a periodical report on the state of the implementation process, in which opinions and proposals may be collected.

This perspective is also positive for the enhancement of the intersectorial and interdisciplinary environment, since different departments will cooperate both for designing initiatives and for editing the report, thus giving contributions from both technical and social sciences.
An efficient process to achieve alignment of organisational policies with the HRS4R? Make sure the HRS4R is recognized in the organisation’s research strategy, as the overarching HR policy.

Detailed description and duly justification (max. 500 words)

The participatory perspective described above is surely one of the main tools for the introduction of new policies inspired by the HRS4R strategy. But this only describes the process from below.

To build the complete possibility to align the University HR policy to the HRS4R, it will be necessary to adopt a perspective from above, as well. Thus, the managerial bodies will be invited to submit all the documents and decisions regarding HR to an evaluation group, which will include representatives of the macro-areal groups of researchers described above. The evaluation group will have the possibility to add amendments and suggestions to improve the quality of each measure and its alignment to HRS4R perspective.

How will you ensure that the proposed actions are implemented?*

Detailed description and duly justification (max. 500 words)

The periodical report by the macro-areal groups of researchers described above will also represent a guideline for the implementation, since each group will share its critical view on the process in the report, giving the University the possibility to consider several approaches and alternative methods to neutralize the possible obstacles: this represents the opportunity to have a high level of participated control over the implementation phase, whereas participation also ensures its effective realization. Indeed, Receiving bad feedbacks about the implementation in the reports would not only create a negative credit for the University (which itself provides a deterrent to implement wrong actions), but also the possibility for researchers to plan proposals and solutions in a cohesive way, having built connections among one another and being able to participate to solutions.
The evaluation group, composed as described above by representatives of the macro-areal groups, will also have the task of monitoring the evolution of implementation, working as a collegial body and having periodical meetings whose purpose will be to discuss the state of the art about implementation. Meetings will also have a facilitator, which will be chosen among the working group following the HRS4R process since the beginning. Meetings will use the tool of a logical framework containing the two points of a general pattern and of a phases and decisions pattern to be analysed and evaluated.

Evaluation will be conducted creating objectively verifiable indicators (OVIs) to be used as assessment tools for the evaluation group. Indicators will belong to the categories of the principles of the Charter and Code and will describe the University practices’ improvement within each category, starting from the baseline represented by the state of the art at the moment of Gap Analysis.

Impact indicators will be used to measure progresses in the wider, long-term perspective, while outcome indicators will describe progresses from the point of view of medium-term direct effects of the implementation process and output indicators will outline the concrete results obtained at each moment of the assessment (for example, new services, new infrastructures, etc...)

Together with the identification of appropriate indicators, it will be necessary to detect sources of verification (SOVs), in order to establish where and how to find data and information about the level of achievement of the different goals which each indicator expresses.

With reference to an open transparent recruitment system, in Italy, Law 240/2010 promotes an open and transparent recruitment system.
Law 240/2010 states that all (fixed-term) positions are advertised on the national and EU websites. This obligation also includes PhD and fellowships.

The vacancies are also available on a national database (run by the relevant Ministry). Parthenope also publishes research grant offers on the Euraxess website.