



# ACTION PLAN HRS4R



## Ethical and Professional aspects

Priority	Actions
Promote respect for research ethics and scientific	1 - Create an Ethics Committee with referents in each research unit of OCA and work on the articulation with the multidisciplinary Research Ethics Committee (CER) of Université Côte d'Azur
	2 - Join and participate to the network of ethics committees with the partners of Côte d'Azur site
	3 - Create and update a website dedicated to ethical and professional conduct in the field of Earth and Universe Sciences (STU)
	4 - Promote participation in training and workshops organised by Université Côte d'Azur on the theme of research ethics (such as intellectual property, ethical and professional conduct, data ownership, partnerships and research dissemination)
	5 - Disseminate the guide presenting the principles of ethics, scientific integrity and professional conduct created by Université Côte d'Azur
	6 - Contribute, for the field of Earth and Universe Sciences, to the drafting of the Université Côte d'Azur charter that defines each discipline's criteria for contributing to a publication as an author



## Ethical and Professional aspects

Priority	Actions
<b>Increase support for researchers</b>	7 - Join and participate to the common network (CNRS-UCA-OCA) of coordinators in charge of knowledge transfer, innovation and partnership to assist researchers
	8 - Contribute, in the field of Earth and Universe Sciences, to the platform created by Université Côte d'Azur that gives access to all the open calls for proposals and allows keyword searchers



## Recruitment and career

Priority	Actions
Improve our recruitment process	9 - Provide a recruitment toolkit that complies OTMR criteria
	10 - Use ATS (Assistant Tracking System) recruitment software to improve compliance with OTMR criteria
	11 - Advertise more teaching and research job openings and job profiles in English (academic networks, social networks, Euraxess...)
	12 - Raise awareness on the implementation of the OTM-R criteria among recruitment committees
Provide better support for professional development	13 - Reflect on setting up a system to provide welcome, advice and support at key moments of a researcher's career
	14 - Create an online guide to explain the pay system (public service pay scales)



## Working Conditions and environment

Priority	Actions
Emphasize our inclusive policy	15- Systematically feminize job descriptions and job offers and mention the possibility for disabled candidates to apply
	16- Deploy the actions of the gender equality action plan
	17 - Appoint a disability advisor and work with UCA to create initiatives to support staff members with disabilities
	18 - Educate recruitment committees about method of recruitment without discrimination and unconscious bias
Prevent occupational risks	19 - Integrate the occupational health and safety protection centre created by UCA in order to optimise and carry out joint actions on the site
	20 - Organise, structure and develop the missions of the OCA's PSR (Psycho-social Risks) unit, and coordinate them with our local partners (UCA, CNRS)
	21 - Appoint a mediation correspondent with the UCA mediation center and offer conflict management training to managers



## Working Conditions and environment

Priority	Actions
Improve the environment and working conditions of researchers	22 - Make an inventory of the scientific equipment of the different platforms and use a common database of equipment and associated skills created by UCA
	23 - Systematically provide workstations that meet the specific needs of researchers in their institution or for remote work
	24 - Improve access to digital resources for researchers especially for researchers with a disability
	25 - Extend access to remote work to third places or coworking spaces with our local partners
	26 - Create spaces where the researcher community can meet and share practices linked with their profession in link with UCA
	27 - Establish a right-to-disconnect charter and propose support tools
	28 - Reflect with our local partners on childcare proposals for OCA staff



## Doctoral training and supervision

Priority	Actions
Improve the quality of doctoral supervision	29 - Strengthen the training and exchange of doctoral supervisors in coordination with UCA
	30 - Train doctoral supervisors in charge of doctoral students with disabilities
	31 - Communicate more about available resources to doctoral students and create listening units with trained correspondents in each research unit
Strengthen our training policy for doctoral students and researchers	32 - Organize a campaign to motivate researchers to acquire more training and develop their skills
	33 - Offer more academic and scientific training programs that increase employability and develop skills
	34 - Offer more academic and scientific training programs via doctoral schools



# Terms used

ATS : Assistant Tracking System

CER : Research Ethics Committee

CNRS : Centre national de la recherche scientifique

OCA : Observatoire de la Côte d'Azur

OTM-R : Open, Transparent, Meritocracy

RPS : Psycho-social Risks

STU : Earth and Universe Sciences

UCA : Université Côte d'Azur