



1. ORGANISATIONAL INFORMATION

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

STAFF & STUDENTS*	FTE
Total researchers = staff, fellowship holders, bursary holders, PhD. students either full-time or part-time involved in research	156
Of whom are international (i.e. foreign nationality)	4
Of whom are externally funded (i.e. for whom the organisation is host organisation)	0
Of whom are women	67
Of whom are stage R3 or R4 = Researchers with a large degree of autonomy, typically holding the status of Principal Investigator or Professor	61
Of whom are stage R2 = in most organisations corresponding with postdoctoral level	31
Of whom are stage R1 = in most organisations corresponding with doctoral level	21
Total number of students (if relevant)	0
Total number of staff (including management, administrative, teaching and research staff	197
*At 31.12.2024	
RESEARCH FUNDING (figures for most recent fiscal year)	8.459.233 €
Total annual organisational budget**	8.613.726 €
Annual organisational direct government funding (designated for research)	6.414.393 €
Annual competitive government-sourced funding (designated for research, obtained in competition with other organisations – including EU funding)	2.044.840 €
Annual funding from private, non-government sources, designated for research	0
According to IMT's budget execution (as in 2024) * 1EUR= 4.9741 lei (annual average exchange rate according to the National Bank of Romania)	
ORGANISATIONAL PROFILE (a very brief description of your organisation, max. 100 words)	
<p>National Institute for Research & Development in Microtechnologies IMT-Bucharest is a nonbudgetary public research unit, national institute, specialized in micro-nano-bio-technologies and nano-electronics. The main research fields are in closed connections to 4 KETs (Key Enabling Technologies): micro-nanoelectronics, photonics, nanotechnology, advanced materials.</p> <p>IMT is actively participating in European Programmes related to semiconductor technologies with applications in environment, health, space, security, etc. IMT has been participating in more than 100 European projects (Horizon Europe, H2020, FP7, FP6, bilateral cooperation, becoming a recognized partner in various multidisciplinary consortia and networks. IMT offers a collaborative environment displaying a broad range of experimental and computing resources for micro and nanotechnologies, from simulation and design techniques to characterization tools, processing and testing equipment. Most of these resources are grouped in the IMT fabrication facilities: IMT-MINAFAB Centre for Micro- and NAnoFABrication and CENASIC - Research Centre for Integrated Systems Nanotechnologies and Carbon-Based Nanomaterials.</p> <p>100 max</p> <p>National Institute for Research and Development in Microtechnologies - IMTBucharest is a nonbudgetary public research unit, specialized in micro-nano-bio-technologies and nano-electronics.</p> <p>IMT is actively participating in European Programmes related to semiconductor technologies with in various applications. IMT has been participating in more than 100 European projects, bilateral cooperation, becoming a recognized partner in multidisciplinary consortia and networks. IMT offers a collaborative environment : experimental and computing resources from simulation and design to characterization tools, processing and testing equipment. IMT facilities: IMT-MINAFAB Centre for Micro- and NAnoFABrication and CENASIC - Research Centre for Integrated Systems Nanotechnologies and Carbon-Based Nanomaterials.</p>	

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.

Thematic heading of the Charter and Code	STRENGTHS and WEAKNESSES

Ethical and professional aspects	<p>Strengths:</p> <p>1. Ethics: IMT has a Code of Ethics. Researchers are aware of and adhere to the ethical principles that govern research activities in their field of expertise. Compliance with the principles outlined in this code is ensured by the institute's Ethics Committee.</p> <p>2. Professional Aspects: IMT is a high-tech hub that carries out and leverages multi- and interdisciplinary research activities in micro- and nanotechnologies, nanoelectronics, micro-nanosystems, micro-nano-bio-systems, photonics, and advanced materials. The goal is to provide scientific and technological solutions and to achieve results with direct application potential for beneficiaries. The institute's infrastructure is modern, high-performing, and highly utilized, operated by qualified personnel. It is the only infrastructure in the country dedicated to semiconductor devices, enabling the development of intelligent sensors and microsystems. In 2023, IMT continued this evolution by following the European trend, developing and applying four of the six Key Enabling Technologies (KETs), targeting applications in the fields of IoT (Internet of Things), Quantum Technologies, Cyber-Physical Systems, Health, Security, and Space—technologies of major importance for Europe's competitiveness (according to "Horizon Europe"). Researchers have the freedom to initiate research and development activities. There are no restrictions or limitations on proposed research topics or the partnerships they initiate.</p> <p>3. Economic and Financial Aspects: Specialized departments (economic-financial, legal, etc.) provide the necessary support from the project proposal stage. During project implementation, they systematically verify the correctness of expenditures and their compliance with the funding contract, ensuring that the research activities and associated costs align with the project's objectives and intermediate or final results (as applicable). When necessary, and for well-justified reasons, the economic-financial department provides expert assistance to revise the project budget, with the agreement of the Contracting Authorities. Additionally, there are procedures in place for public procurement activities, financial accounting reports, allocation of financial profit (for commercial contracts), organization and execution of internal financial control, preparation and approval of the income and expenditure budget, inventory control of material stocks, and the disposal of fixed assets and inventory items. IMT has an internal audit department, known both to individuals involved in research activities (lab heads, project directors) and to personnel in support departments.</p>
	<p>Weaknesses:</p> <p>1. Ethics: The Code of Ethics, along with the composition of the Ethics Committee, is published on the institutional portal www.imt.ro, albeit only in Romanian. This may hinder institutional-level comprehension of the code by foreign researchers currently employed or intending to carry out their activities within the institute. Furthermore, although documentation regarding ethical principles and professional conduct is disseminated within IMT, there remains a need to improve both the communication and understanding of these materials.</p> <p>2. Professional Aspects: While the institute benefits from an electronic platform dedicated to recording research outputs, it is not updated in real-time. In the case of the Technology Transfer Center, it is necessary to update both its status and operational procedures in line with national legislation. It is considered appropriate to include, in the forthcoming professional development plan, participation in specialized training courses for personnel within the Human Resources Office. The institute's leadership and the Scientific Council will place particular emphasis on the promotion and dissemination of research activities and outcomes by fostering stronger engagement with media professionals.</p> <p>3. Economic and Financial Aspects: Although specialized departments at the institutional level provide support for the submission and implementation of research projects, the varying requirements of different Contracting Authorities may, at times, complicate communication between researchers and support staff.</p>
Recruitment and selection	<p>Strengths: The recruitment process for vacant positions is conducted through open competition, organized in full compliance with applicable national and international legislation. Recruitment is based on a transparent procedure, which includes the public announcement of all competition details—such as the thematic scope, bibliography, job requirements, required level of competence, and competition calendar—on the institutional portal www.imt.ro, and, where applicable, on the EURAXESS platform. The selection criteria for researchers applying for vacant positions are established in accordance with the legal framework governing the evaluation and recognition of scientific merit and performance. These criteria are aligned with the qualification level and competencies required for the position, as well as with the specific job description published at the time of the competition announcement. Operational procedures adopted and implemented by IMT for the recruitment of research staff include differentiated criteria depending on the level of the position. Quantitative evaluation criteria, as defined by national legislation, are applied alongside qualitative criteria that assess the professional and personal attributes of each candidate. Professional experience gained in other institutions or fields is positively regarded, provided it is relevant to the position in question. Variations in a candidate's career path are not penalized. All candidates are assessed solely on merit, without any form of discrimination on the grounds of gender, age, ethnicity, nationality or social origin, religion or belief, language, disability, political opinion, or social or economic background.</p> <p>Weaknesses: Not all vacant positions are published on platforms that ensure national and international visibility (such as ancJobs or EURAXESS). The competition methodologies, national legislation, and other relevant information concerning the recruitment process are available exclusively in Romanian. Furthermore, the published materials do not provide information regarding working conditions, remuneration, or career development prospects. Additionally, the institutional recruitment methodology does not include provisions for defining the scientific expertise criteria required for the selection of members of the evaluation committees—criteria which are, however, regulated by law. Moreover, the composition of the selection committees is not made publicly available.</p>

Working conditions	<p>Strengths:</p> <p>IMT ensures optimal working conditions for its employees, with researchers benefiting from adequate workspaces and access to high-performance, internationally competitive equipment, facilitating the achievement of publishable results or outputs exploitable through other means.</p> <p>The working schedule of employees, as defined by the Collective Labour Agreement and individual employment contracts, allows for the possibility of adopting flexible working hours, in compliance with legal limits on working time. Employment stability and continuity are guaranteed for all staff; approximately 82% of individual employment contracts are concluded for an indefinite duration. Fixed-term contracts are used either for temporarily vacant positions, roles created specifically within the framework of certain projects, or when researchers are engaged in projects financed through non-reimbursable structural funds.</p> <p>Salaries are negotiable and are determined based on the research funding attracted by IMT, in accordance with the salary grid set out in the Collective Labour Agreement. This system allows for remuneration to reflect individual performance and the fulfilment of targets specified in individual performance evaluation forms. Accordingly, for personnel involved in one or more research projects (excluding those under the National Core Programme), an addendum is signed to the employment contract to provide for a temporary salary increase—subject to the financial availability of the respective project—which serves as an incentive for researchers to secure project-based funding. Additional salary bonuses (as stipulated in the Collective Labour Agreement) are granted for supplementary activities beyond core responsibilities, with the amounts approved annually by the Board of Administration.</p> <p>With regard to career development opportunities, the employer actively supports the participation of researchers in training sessions related to scientific, research management, and professional ethics topics.</p> <p>IMT is also committed to educational activities in cooperation with universities, including Bachelor's, Master's (M.Sc.), and Doctoral (Ph.D.) programmes, as well as practical training initiatives ("hands-on training"). The institute has been actively involved in the Marie Curie research training network and participates in the European competitions launched under this programme. Occasional training sessions have been delivered at IMT by companies and research partners involved in European projects.</p> <p>IMT organizes the IEEE-endorsed Annual International Semiconductor Conference (CAS), largely dedicated to micro- and nanotechnologies. In addition, IMT organizes the National Seminar on Nanoscience and Nanotechnologies, under the auspices of the Romanian Academy. Within the institute, researchers are acknowledged as independent authors or co-authors in accordance with international practice. IMT promotes a culture of lifelong learning, offering its researchers opportunities to attend workshops, conferences, and e-learning sessions. Participation in short-term national and international mobility programmes is also encouraged, supporting knowledge exchange and the dissemination of best practices.</p> <p>The institution places particular emphasis on the development of young talent. Project coordinators and laboratory heads play an active role in mentoring and supporting early-career researchers, ensuring they receive appropriate guidance and support throughout their career trajectories.</p> <p>IMT is involved in numerous international projects, including under the Horizon Europe programme and the European Defence Fund. This involvement provides researchers with access to cutting-edge technological developments and opportunities for global collaboration.</p> <p>With respect to complaints, although the institute does not have an Ombudsman, all complaints are duly considered for review and resolution by the competent institutional bodies (such as the Ethics Committee, Disciplinary Committee, etc.). Thus, ethical complaints fall under the responsibility of the Ethics Committee, while disciplinary infractions (not involving violations of the Code of Ethics) are handled by the relevant disciplinary committees.</p> <p>Researchers are represented in the institute's governing and decision-making bodies (Scientific Council, Board of Administration). The executive management of the Institute includes a Scientific Director, who is a researcher appointed through a competitive selection process in accordance with applicable legislation. Regarding administrative matters and working conditions, researchers are supported by the employees' trade union, which participates in the periodic review of the Collective Labour Agreement, salary negotiations, and other matters related to working conditions, in the interest of the employees.</p> <p>Weaknesses:</p> <ul style="list-style-type: none">• The need for a formal career development policy: Currently, the institute does not have a policy regulating career progression, which may lead to inconsistencies in researchers' training and professional development. Until now, the need to establish a formal framework addressing career development within IMT has not been identified, with senior researchers having assumed the role of supporting junior colleagues in their career advancement and in seizing any related opportunities. We consider it necessary to develop a formal procedure to regulate these aspects. In this context, identifying organizational structures capable of providing career counselling services could serve as a valuable support mechanism.• Lack of a centralized information system regarding mobility opportunities: Information about national and international mobility opportunities is not always centralized or readily accessible, which may limit researchers' participation in such programmes.• Periodic training sessions on intellectual property rights: We consider it beneficial to organize regular training sessions for researchers on the protection and valorization of intellectual property rights.
Training and development	<p>Strengths:</p> <p>In the specific context of the activity carried out at the National Institute for Research and Development in Microtechnologies (IMT) Bucharest, the relationships between researchers and their supervisors (research project leaders, laboratory heads) are characterized by constant and direct communication. This facilitates the prompt resolution of issues that may arise within research projects, thereby ensuring the smooth progress of scientific activities. The immediate interaction between coordinators and research team members contributes to an efficient and collaborative working environment.</p> <p>Each laboratory head holds the responsibility of guiding and mentoring young researchers, fostering constructive relationships and promoting effective knowledge transfer. A particularly important aspect is the significant number of researchers who also serve as academic staff, which facilitates the development of young research talents. IMT Bucharest places strong emphasis on both the theoretical and practical training of young researchers, as well as on their preparation in project management. Training activities, whether structured or more informal, include content related to risk management and specific approaches to addressing such risks in the context of research.</p> <p>IMT Bucharest continuously invests in the development of researchers' competencies, aiming to enhance their performance throughout their research careers. Young researchers are encouraged to participate in scientific events and international conferences in order to consolidate their expertise in their respective fields. Participation in continuous training programmes is determined either individually or in agreement with the direct supervisor and constitutes a key objective of IMT's Strategic Development Plan.</p> <p>The Institute's leadership is consistently committed to the development of effective training methods, organizing workshops, thematic conferences, and e-learning sessions. Each year, IMT Bucharest hosts a major scientific conference, inviting internationally renowned researchers. Annual conferences are also organized, with globally recognized speakers, to provide researchers with access to the latest research findings and trends in their fields. Participation in short-term mobility programmes for conferences, workshops, and symposia is likewise encouraged, with researchers having the opportunity to take part in national and international professional development programmes, subject to the availability of financial resources. Many young researchers have benefited from professional training internships ranging from one to six months. Furthermore, researchers are encouraged to attract and mentor young researchers, thereby contributing to the continuous development of the institution.</p> <p>Every researcher, including newly recruited staff, maintains direct contact with the project coordinator, the head of the laboratory, and the senior management team (General Director, Scientific Director, Economic Director). Project coordinators oversee the activities of research teams and provide continuous guidance, while laboratory heads intervene when complex issues exceed the initial competencies of the team. Senior management becomes involved in resolving more complex matters, ensuring that resolution time is minimized and that research activities remain uninterrupted.</p> <p>Weaknesses:</p> <p>To ensure a more effective development of research careers, IMT Bucharest should implement formal policies that systematically and uniformly outline the existing practices within the institution. At present, responsibilities for training and career development are assumed primarily by senior researchers, which may lead to a less consistent and transparent approach.</p> <p>Furthermore, more frequent information sessions regarding national and international mobility opportunities are needed to ensure that all researchers are aware of these options and can take advantage of them effectively.</p> <p>Another area requiring improvement is the development of a formal methodology for the designation of individuals responsible for supervising and mentoring researchers in the early stages of their careers. These individuals should have a clearly defined role in the professional development of early-career researchers, thereby ensuring that they receive adequate support in building their research careers.</p>

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 organisation's HR Strategy dedicated webpage(s):

*URL: HRS4R Strategia de resurse umane : <https://www.imt.ro/HRS4R/index.htm>

Please fill in a sum up list of all individual actions to be undertaken in your organisation's HRS4R to address the weaknesses or strengths identified in the Gap-Analysis:

Proposed ACTIONS	GAP Principle(s)	Timing (at least by year's quarter/semester)	Responsible Unit	Indicator(s) / Target(s)
Free text -100 words max	Retrieved from the GAP Analysis			
WP 0. Establishment of the Working Group and the Supervisory Committee for the Implementation of the Action Plan. Definition of Operating Procedures				
0.1. Establishment of the working group and the supervisory committee responsible for the implementation of the Action Plan.	5, 35	M1	Responsible: Scientific director, General Director	Documents / Deliverables: Administrative Decisions for Setting up the committee and its members (1)
0.2. Definition of operating procedures at the level of the working group and the supervisory committee.	5, 35	M2	Responsible: Working Group	Documents / Deliverables: Operating Procedures (1)
0.3. Updating the website with relevant information regarding the implementation of the strategy.	5	M 1-24	Responsible: Working Group	Documents / Deliverables: Update IMT's website with the latest news regarding the implementation status of the action plan.
WP 1. Ethical and Professional Aspects				
1.1. Updating information on the management of intellectual property rights	1, 31, 32	M 2-8	Responsible: Legal Office Monitoring: Scientific Director, General Director, Oversight Committee	Documents / Deliverables: <ul style="list-style-type: none"> Guide on national and international regulations concerning the management and exploitation of intellectual property rights (1); Dedicated section on the Intranet (1); Finalization of procedures in progress: <ul style="list-style-type: none"> Operational Procedure on internal innovation/invention activities (Procedure P1) Operational Procedure on internal protection of industrial property (e.g., technological processes, internal know-how, etc.) (Procedure P2)
1.2. Development of a training program in the field of intellectual property rights protection	1, 2, 3, 4, 7, 8, 11, 30, 31, 32, 33, 38, 39, 40	M 9-24	Responsible: Legal Office Monitoring: Scientific Director, General Director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Training program (2 sessions with researchers per year); Number of participants: 100/year
1.3. Drafting of a standard framework agreement between the IMT and partners/collaborators regarding the exploitation of intellectual and/or industrial property rights, compliance with ethical standards, and data confidentiality.	1,2,4,5	M 9-12	Responsible: Legal Office Monitoring: Scientific Director, Economic Director, General Director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Standard framework agreement regarding the exploitation of the IP in the collaboration with other legal entities (1)
1.4. Drafting of specific agreements for the exploitation of intellectual property rights and copyright belonging to IMT researchers, in accordance with applicable legislation	1,2,4,5, 31, 32	M 9-12	Responsible: Legal Office Monitoring: Scientific Director, Economic Director, General Director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Standard framework agreement regarding the exploitation of the IP (1)
1.5. Increasing awareness of the importance of compliance with research ethics and good research practices 1.5.1. Updating information on national and EU legislation regarding research activities and risk assessment in research, particularly concerning the development of dual-use technologies (dual-use research of concern). 1.5.2. Updating ethical and confidentiality standards in accordance with European regulations, as reflected in collaboration agreements concluded between the NIRD and national or international partners, specifying the responsibilities of each party. 1.5.3. Organising training sessions for staff on the importance of adhering to good practices in research and publication activities.	2,5,7	M2-10	Responsible: Legal Office, Ethics Committee Monitoring: Scientific Director, Economic Director, General Director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Code of Ethics (1); Methodology for concluding collaboration agreements with national and international partners. Informative materials on the identification, assessment, and mitigation of risks in research, development, and innovation activities, particularly regarding the development of dual-use technologies (dual-use research of concern) (1); Training program (2 sessions per year) Number of participants: 100/year
1.6. Enhancing administrative support for research activities	1, 2, 3, 4, 5, 6, 7	M2- 10	Responsible: Legal Office, Human Resources Office Monitoring: Scientific Director, Economic Director, General Director, Oversight Committee	Documents / Deliverables: <ul style="list-style-type: none"> Guidelines

1.6.1. Drafting and implementation of a guide covering: professional development and career progression, the ethical rights and responsibilities of researchers, and institutional aspects at the organizational level. 1.6.2. Creation of a dedicated section on the intranet with relevant information regarding the steps to be followed in the research process and project management. 1.6.3. Organization of training sessions on optimizing expenditures in relation to research outcomes.	1, 2, 3, 4, 5, 6, 7		Responsible: Human Resources Office Monitoring: Scientific Director, Economic Director General Director, Supervisory Committee	<ul style="list-style-type: none"> Updating the intranet network with the documents developed and implemented. Training programme (3 sessions per year); Number of participants: 100/year
1.7. Management and monitoring of WP 1	5,37	M 1-24	Responsible: Human Resources Office, Scientific Director, Economic Director Monitoring: General Director, Oversight Committee	Documents / Deliverables: <ul style="list-style-type: none"> Progress report (monthly); Annual activity report (2)
WP 2. Recruitment and career development				
2.1. Development of the OTM-R strategy	12, 13,	M 2-4	Responsible: Human Resources Office Monitoring: Oversight Committee,	Documents / Deliverables <ul style="list-style-type: none"> Final version of the OTM-R Strategy (1)
2.2. Posting all vacant positions on the Euraxess portal	12,13, 14,15, 16, 17, 18	M 2-12	Responsible: Human Resources Office Monitoring: Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Number of positions published on Euraxess / total number of communicated vacant positions = 100%
2.3. Updating the procedures for filling research positions and vacant leadership positions to meet the mandatory OTM-R requirements;	12, 13, 14,15	M 5-9	Responsible: Legal Office, Human Resources Office Monitoring: Oversight Committee, scientific Council	Documents / Deliverables <ul style="list-style-type: none"> Operational procedure for organizing recruitment competitions for project-based vacant positions (1)
2.4. Updating the recruitment procedure by including criteria for selecting the members of the selection committees in accordance with legal provisions and ensuring gender equality;	12, 13, 14	M 8-10	Responsible: Human Resources Office Monitoring: Oversight Committee, Scientific Council	Documents / Deliverables <ul style="list-style-type: none"> Operational procedure for organizing competitions to fill project-based vacant positions (1)
2.5. Developing a research career development plan that schedules the periodicity of recruitment competitions for higher-level positions for R1–R3;	12, 13, 14, 28,	M 10-12	Responsible: Human Resources Office, Scientific Council, Head of Laboratories Monitoring: Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Updated plan for research career development in accordance with the new legislation in the field (1)
2.6. Developing an internal plan regarding the dynamics of research personnel in accordance with the IMT development strategy and applicable legislation;	12,13	M 13	Responsible: Human Resources Office, Scientific Council, Monitoring: General Director, Scientific Director	Documents / Deliverables <ul style="list-style-type: none"> Development plan and strategy (1)
2.7. Development and implementation of a mentorship sytem;	28,	M 12 -18	Responsible: Human Resources Office, Scientific Council, Monitoring: General Director, Scientific Director	Documents / Deliverables <ul style="list-style-type: none"> Number of mentoring meetings (minimum 2 per year / mentor); Number of mentors (minimum 3)
2.8. Developing an evaluation procedure for monitoring progress of early-career researchers (R1–R2);	21, 40	M 12 - 19	Responsible: Human Resources Office, Scientific Council, Head of Laboratories Monitoring: General Director, Scientific Director	Documents / Deliverables <ul style="list-style-type: none"> Methodology for evaluating career progress (4)
2.9. Developing a procedure for supplementing the administrative duties of the Human Resources Office to implement the mandatory OTM-R requirements;	12, 13,	M10-11	Responsible: Human Resources Office, Monitoring: General director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Update of the responsibilities of the Human Resources Office (1)
2.10. Creating a dedicated recruitment section on the IMT website;	12,13,14,15	M 11-12	Responsible: Human Resources Office, IT specialist Monitoring: General director	Documents / Deliverables <ul style="list-style-type: none"> Updated Website (www.imt.ro), including a “Careers” section (1)
2.11. WP2 management and monitoring.	37	M1-24	Monitoring: General Director, Oversight Committee	Documents / Deliverables <ul style="list-style-type: none"> Monthly progress report Annual activity report (2)
WP 3. Increasing the visibility of IMT and excellence in research.				
3.1. Increasing IMT's participation in national and international projects	4, 6, 7, 8, 9, 11, 23, 24, 26, 28, 29, 31, 32, 38, 39	M 5 - 24	Responsible: Scientific Council, Head of Laboratories Monitoring: General Director, Scientific Director	Documents / Deliverables Currently, IMT-Bucharest is involved in numerous national and international projects, among which we mention the following. 1. SPIDER - Computation Systems Based on Hybrid Spin-wave–CMOS Integrated Architectures-Project duration: 1 December 2022- 31 May 2026 (42 months);

				<p>2. NANOMAT - Heterogeneous material and technological platform for a new domain of power nanoelectronics.Project duration: 1 December 2022-30 November 2025 (36 months);</p> <p>3. ICOS - International Cooperation in Semiconductors. Project duration: 01 January 2023- 31 December 2025 (36 months);</p> <p>4. NET4Air- Networking center for excellence in nanoelectronic devices for air monitoring".Project duration: 01 January 2023- 31 December 2025 (36 months);</p> <p>5. UNLOOC - Unlocking data content of Organ-on-Chips.Project duration: 1 May 2024 – 30 April 2027 (36 months);</p> <p>6. Enhancing biodetection capabilities through the use of innovative yttrium-based nanomaterials with tunable optical properties – BioYDetect. Project duration: 08.01.2025 – 31.12.2026</p> <p>7. National Platform for Semiconductor Technologies (PNTS) – predefined priority project.</p> <p>SMIS Code: 304244, Contract no.: G 2024-85828/390008/27.11.2024, Project duration: 2024 – 2029</p> <p>Increasing the visibility of IMT-Bucharest at both national and international levels through the effective promotion of RDI (Research, Development, and Innovation) results, the establishment of new partnerships, the enhancement of human resource mobility for professional development, and the organization of scientific events is a priority for the coming years, to be achieved through participation in at least 5 international projects and at least 5 national projects.</p>
3.2. Supporting researchers in exploiting research results through patenting at the national and international level.	1, 2, 3, 6, 7, 8, 31	M 6 - 24	Responsible: Legal Office Monitoring: General director, Scientific Director, Economic Director	Documents / Deliverables <ul style="list-style-type: none">• Number of patent applications per year (5)• Number of patents granted per year (1)
3.3. Increasing IMT's participation in science and technology outreach events	9, 22	M 2 - 24	Responsible: Scientific Council, Head of Laboratories Monitoring: Scientific Director, General Director	Documents / Deliverables <ul style="list-style-type: none">• Number of TV appearances (2)• Number of books (1)• Number of social media posts (10)
3.4. WP3 Management and monitoring	10,19,20,25,27,34,36	M 1-24	Monitoring: General Director	Documents / Deliverables <ul style="list-style-type: none">• Progress report (monthly)• Annual activity report (2)

The establishment of an Open Recruitment Policy is a key element in the HRS4R strategy. Please also indicate how your organization 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 comment demonstrating this implementation. If the case, please make the link between the OTM-R checklist and the overall action plan.

(free text, 1000 words maximum)

Procesul de recrutare și selecție a personalului în cadrul institutului

Institutul își desfășoară procesul de recrutare și selecție a personalului în conformitate cu principiile de **deschidere, transparență și recrutare bazată pe merit (OTM-R)**, așa cum sunt stabilite de reglementările naționale și transpuse în **Procedura Operațională privind organizarea concursurilor pentru ocuparea posturilor vacante din proiecte**. Această procedură va fi revizuită pentru a fi aliniată integral cu cerințele OTM-R, iar toate informațiile relevante vor fi publicate pe pagina de web a institutului, asigurând astfel acces egal tuturor candidaților interesați.

Pentru aplicarea principiilor OTM-R și a Planului de Acțiune (AP) la nivel instituțional, se va desemna o **echipă responsabilă cu implementarea și monitorizarea** acestora. Având în vedere complexitatea procesului, acțiunile vor fi planificate și distribuite echilibrat pe întreaga perioadă alocată implementării. Fiecare măsură va fi monitorizată individual, astfel încât, dacă apar neconformități sau întârzieri, să poată fi adoptate **acțiuni corective rapide și eficiente**.

Organizarea concursurilor pentru ocuparea posturilor vacante

Ocuparea posturilor se realizează **prin concurs public**, conform **regulamentelor interne ale IMT** și în acord cu **prevederile legale naționale în vigoare**. La nivelul IMT, **Directorul de Proiect** are responsabilitatea elaborării solicitării pentru scoaterea la concurs a postului vacant și verifică îndeplinirea condițiilor de participare de către candidați. **Directorul General** aprobă această solicitare, stabilește comisiile de concurs și de contestații, decide grila de salarizare aplicabilă și aprobă contractul individual de muncă.

Solicitările administrative sunt guvernate de legislația specifică aplicabilă la nivel național, iar procedurile interne sunt adaptate în funcție de aceasta.

Asigurarea transparenței și accesibilității

Regulamentele existente stabilesc condiții clare pentru publicarea posturilor vacante, în spiritul **transparenței și deschiderii**. Pentru a crește gradul de accesibilitate al potențialilor candidați, se are în vedere **extinderea canalelor de publicare**, inclusiv utilizarea portalului **Euraxess** nu doar în cazurile impuse de proiectele finanțatoare, ci ca **practică standard** pentru promovarea tuturor pozițiilor disponibile.

Componența comisiilor de concurs

Procedura operațională internă reglementează componența comisiilor de concurs/examinare, în conformitate cu:

- **Reglementările naționale în vigoare**, inclusiv **Legea nr. 183/2024 privind statutul personalului de cercetare, dezvoltare și inovare**;
- **Reglementările interne aprobate la nivelul IMT**;
- **Criterii de merit și recunoaștere științifică**, fiind selectați în comisii cercetători cu o carieră științifică solidă, relevanți pentru profilul postului scos la concurs.

Staff Recruitment and Selection Process within the Institute

The institute conducts its staff recruitment and selection process in accordance with the principles of **openness, transparency, and merit-based recruitment (OTM-R)**, as established by national regulations and transposed into the **Operational Procedure for organizing competitions for filling vacant project positions**. This procedure will be revised to fully align with the OTM-R requirements, and all relevant information will be published on the institute's portal, thus ensuring equal access for all interested candidates.

To implement the OTM-R principles and the Action Plan (AP) at the institutional level, a **dedicated team** will be designated to ensure their implementation and monitoring. Given the complexity of the entire process, the actions will be **evenly distributed** over the entire allocated implementation period. Each measure will be **individually monitored**, so that any discrepancies or delays can be addressed through **prompt and effective corrective actions**.

Organizing Competitions for Filling Vacant Positions

Vacant positions are filled **through public competition**, applying the **internal regulations of IMT** in accordance with the **legal provisions in force**. At the IMT level, the **Project Director** is responsible for drafting the request to open the vacant position for competition and for verifying that candidates meet the eligibility requirements. The **General Director** approves this request, appoints the competition and appeal committees, determines the applicable salary scale, and approves the individual employment contract.

Administrative requirements are imposed by specific national legislation, and internal procedures are adjusted accordingly.

Ensuring Transparency and Accessibility

The existing regulations set clear publication conditions in the spirit of **transparency and openness**. To increase the accessibility of potential candidates, the institute aims to **expand the platforms** where job vacancies are published, including the **Euraxess portal**. This platform, previously used only when required by funding bodies, will now be adopted as a **standard practice** for promoting all available positions.

Composition of Competition Committees

The internal operational procedure regulates the composition of the competition/examination committees, in accordance with:

- **National regulations in force**, including **Law no. 183/2024 on the status of research, development, and innovation personnel**;
- **Internal regulations approved at IMT level**;
- **Merit-based and scientific recognition criteria**, with committee members being selected from among researchers with a strong scientific background, relevant to the profile of the advertised position(s).

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

URL: https://www.imt.ro/about/Plan_Strategic_Dezv_IMT_2023-2027.pdf

4. IMPLEMENTATION

General overview of the expected implementation process:

(free text, 1000 words maximum)

The Action Plan (AP) was developed based on a careful analysis of the GAP, through which the aspects needing improvement were identified in order to align with the European Charter for Researchers. **As a result, three areas of action (Work Packages – WP) were defined:**

WP 1. Ethical and professional aspects

WP 2. Recruitment and career development

WP 3. Increasing IMT's visibility and excellence in research

At the same time, the proposed actions will serve as the main drivers in supporting the achievement of objectives related to the strategic area concerning the research human resource, in accordance with IMT's Strategic Development Plan for the period 2023–2027.

Thus, the three WPs will need to address the following objectives:

WP 1. Ethical and Professional Aspects	<ul style="list-style-type: none">• Strengthening the institutional commitment to the ethical principles of the research profession• Increasing the support provided to researchers in carrying out research activities
WP 2. Recruitment and career development	<ul style="list-style-type: none">• Enhancing the quality of human resources and focusing on attracting and training young researchers, while maintaining the critical mass necessary for high-performance activity, to the extent permitted by available funding.• Ensuring a transparent institutional framework for monitoring and evaluating progress throughout research careers.• Encouraging and supporting researcher mobility through participation in scientific events and/or training internships in prestigious laboratories worldwide, including those led by Romanian researchers in the diaspora
WP 3. Increasing IMT's visibility and excellence in research	<ul style="list-style-type: none">• Increasing IMT's visibility at the national and international level through the effective promotion of RDI (Research, Development, and Innovation) results, the establishment of partnerships, enhancing human resource mobility for professional development, and the organization of scientific events.• Improving the efficiency of dissemination and exploitation of research results, in compliance with professional ethics standards and the protection of intellectual property.

The action plan will be implemented by a working group composed of representatives from all professional categories within IMT (researchers, administrative staff), while the Oversight Committee (consisting of members of the institutional management and senior researchers) will coordinate and evaluate the process of implementing the Action Plan within the institute.

The working group will be divided into teams dedicated to each area of action, and the teams will maintain continuous interaction in order to harmonize actions and coordinate implementation efforts.

The implementation of the Action Plan must take place on two levels: one at the level of each structural unit (laboratories, administrative offices), aimed at identifying specific needs and any implementation challenges, and the second at the level of the entire institute, in order to harmonize the resulting measures.

To ensure full engagement of the scientific community, the following will be considered:

(i) a presentation to all staff of the HRS4R strategy, action areas, and measures established through the Action Plan;

(ii) posting of quarterly progress reports on IMT's intranet network;

(iii) the opportunity to disseminate the HRS4R strategy implementation process during events organized within the institute.

An internal review of the HRS4R strategy will be conducted periodically, taking into account either potential implementation barriers identified by members of the scientific community or updates to the Charter regulations at the European level.

The working group will review the principles of the European Charter for Researchers and the Code of Conduct, as well as the OTM-R policy, and will consider any necessary adaptations to prevent the risk of failing to achieve the proposed objectives.

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

Checklist	*Detailed description and duly justification
How will the implementation committee and/or steering group	The Working Group will hold weekly meetings to analyze: (i) the progress made in implementing specific measures; (ii) any obstacles encountered in the execution of the Action Plan; (iii) the identification of necessary corrective measures. Monthly, the Working Group will prepare a report on the observed issues, which will be presented to the Oversight Committee.
regularly oversee progress?	<p>The progress report must mandatorily include:</p> <p>(i) the indicators/targets achieved;</p> <p>(ii) any deliverables produced;</p> <p>(iii) the concrete objectives to be achieved in the following period (1 month).</p> <p>If one or more objectives/indicators have not been met, the progress report will explicitly state this, including the justification of the causes that led to the failure and the solutions identified for correction in the immediate future.</p> <p>The next progress report will include a separate section dedicated to the objectives/indicators for which corrective actions/measures were taken and how they were implemented.</p> <p>The Oversight Committee, upon reviewing the progress report, will either approve it or issue a resolution with corrective measures to be implemented in the immediate next period.</p>
How do you intend to involve the research community, your main stakeholders, in the implementation process?	<p>Both the Working Group and the Oversight Committee will include representatives from the research groups. Thus, researcher involvement will take place on three levels:</p> <p>(i) the Working Group, which will include members of the research groups;</p> <p>(ii) the Scientific Council, which will review the validated progress reports during its regular meetings;</p> <p>(iii) the IMT scientific community as a whole (R1–R4), through the publication of these progress reports on the institute's intranet network.</p>

How do you proceed with the alignment of organisational policies with the HRS4R? Make sure the HRS4R is recognized in the organisation's research strategy, as the overarching HR policy.	<p>HRS4R aims to integrate the fundamental principles contained in the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers with institutional rules and principles. We aim to create and develop an organizational culture aligned with the strategies developed at the level of the European community.</p> <p>We consider that no major obstacles will be encountered in aligning IMT's organizational policies with the EC's HRS4R. The continuous updating of the HR strategy at the institutional level, in accordance with the European Commission's recommendations, will support IMT's progress toward research excellence by improving working conditions and career development opportunities for researchers.</p>
How will you ensure that the proposed actions are implemented?	<p>The GAP, OTM-R, and Action Plan (AP) were analyzed during their development by both the Oversight Committee and the Scientific Council, as well as the top management of IMT. The Working Group and the Oversight Committee are composed mainly of representatives of the institute's scientific community (including decision-makers at the laboratory level), which will ensure the successful implementation of the strategy.</p> <p>The Working Group will serve as a link between all stakeholders (researchers, Scientific Council, Management Committee). Monthly monitoring of progress reports and their publication on the institute's intranet network represent a guarantee of the successful implementation of the strategy.</p>
How will you monitor progress (timeline)?	<p>Monitoring the progress of the strategy implementation will involve: (i) weekly meetings of the working group; (ii) preparation of the monthly progress report and its submission for approval to the Oversight Committee; (iii) analysis of the progress made during the regular meetings of the Scientific Council.</p> <p>In this way, both the Oversight Committee and institutional decision-makers will be periodically informed about the progress of implementation, achievement of objectives, and indicators as established in the Action Plan. This will enable institutional decision-makers to identify any unmet targets and take the necessary measures to eliminate associated risks.</p>
How will you measure progress (indicators) in view of the next assessment?	<p>In section 3 (Actions), for each proposed activity, the implementation duration, the responsible person(s), and the targets to be achieved have been established. The Oversight Committee will periodically monitor the level of progress in the implementation of the strategy,</p>

Additional remarks/comments about the proposed implementation process:

<p>The principles of the Charter and Code of Conduct in recruitment are largely respected by the existing methodology in IMT. Greater attention will be given in the coming period to actions that promote and support the career development of researchers, the attraction and retention of new reserachers (subject to available funding).</p>
