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Action Plan 2019/2021



HR EXCELLENCE IN RESEARCH

Introduction

Over the years the implementation process of the Action Plan has been organised in different ways, probably due to the changes occurred in the University leadership. At the beginning (i.e. immediately after the conferment of the “HR-Excellence in Research” Award), the management of the implementation of the Action Plan was entrusted to the *Quality Control Panel* of the University of Udine, which was also operating as Steering Committee (see the Application of the University of Udine for the “HR-Excellence in Research” Award, May 2016, p. 28).

At the end of 2018 a Working Group (improperly indicated as a ‘new’ working group to distinguish it from the working group involved in the application phase, which had been entrusted with the task of drafting the initial Action Plan) has been appointed by Rector’s Decree and entrusted with the task of analysing the application status of the *Charter & Code* within the University; of defining the suitable interventions to guarantee the concrete implementation of the principles set out by the *Charter & Code* by improving or reviewing (where necessary) the actions indicated in the initial *Action Plan*; of developing the *Human Resources Strategy* and the *Action Plan* of the University and monitoring the status of progress of the actions therein indicated; of identifying the self-assessment criteria in order to implement the *Action Plan*.

After the *Interim Assessment* held at the end of 2018 (please note that the *Consensus Report* of the assessors is dated 14 January 2019), this *Working Group*, with the support of the *Human Resources and General Affairs Department* and the *Research Services Area*, has reviewed the first Action Plan in order to reflect the recommendations made by the assessors. In particular, more specific schedules (quarters) have been introduced into the timeline and new timelines have been provided for the actions not yet implemented (except for those actions described in the *Internal Review* submitted at the end of 2018 as already completed, as well as for the actions that need to be reassessed, both by verifying the progress of their implementation process and by dropping them if they do not seem to be feasible and/or useful). At the same time the Action Plan has been integrated with new actions. The following table shows – in red – the changes made by the Working Group appointed at the end of 2018.

March 2019



Action	GAP Principle(s)	Timing (at least by year's quarter/semester)	Responsible Unit	Indicators/Target(s)	Remarks
<p>ACTION 1 Continuous update of the web page devoted to the Charter & Code and to the University of Udine's Human Resources Strategy and Action Plan</p>	<ul style="list-style-type: none"> Ethical principles Research environment Access to career advice 	<p>Initial timeline: continually.</p> <p>Revised initial timeline: continually starting from the first quarter of 2016.</p> <p>Updated timeline: second quarter of 2020. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> Research Services Area Computer and Multimedia Services Area Charter & Code Working Group 	<ul style="list-style-type: none"> Number of visits to the web page 	<p>The first version of the Action Plan (years 2016-2018) provided for the following action: "Continuous update of the web page dedicated to the Charter & Code and to the Human Resources Strategy of the University of Udine".</p> <p>Considering that after the Interim Assessment held at the end of 2018, through their Consensus Report (please note that the <i>Consensus Report</i> is dated 14 January 2019) the assessors have pointed out that the existing web page does not actually provide enough information, this action needs to be reviewed.</p> <p>It is necessary to create a new web page (in Italian and in English) with more information and details, especially about the contents of the Charter & Code, the composition of the Working Group, open positions at all stages, training opportunities, etc.</p> <p>Please note that in the period 2016-2018 there was no Charter & Code Working Group.</p>
<p>ACTION 2 Organisation of seminars about the European portal EURAXESS/Researchers in motion and its services on jobs, fellowships, rights and Charter & Code, mobility</p>	<ul style="list-style-type: none"> Ethical principles Career development Value of mobility 	<p>Initial timeline: periodically from 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p> <p>Updated timeline:</p>	<ul style="list-style-type: none"> Research Services Area Charter & Code Working Group 	<ul style="list-style-type: none"> Number of seminars organised 	<p>Although the action was provided for in the first Action Plan (years 2016-2018), according to the data supplied by the <i>Research Services Area</i>, only one specific conference on the topic seems to have been organised (i.e. the conference "The HR Excellence in Research Award to the University of Udine: an opportunity in the European Research Area to promote the C&C" on 14 June 2016, already mentioned in the first <i>Internal Review</i> submitted at the end of 2018). A second conference is supposed to be organised by the</p>



		last quarter of 2021. Please note that the timeline provides the action deadline.			<i>Research Services Area</i> in the next months. Please note that in the period 2016-2018 there was no Charter & Code Working Group.
ACTION 3 Organisation of seminars on the autonomy and the independence of scholarly research, open to the whole academic community	<ul style="list-style-type: none"> • Research freedom 	<p>Initial timeline: periodically from 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • Research Services Area • Charter & Code Working Group 	<ul style="list-style-type: none"> • Number of courses organised 	It should be noted that until now the action has been implemented by organising conferences instead of courses, which seems to be a good solution. Please note that in the period 2016-2018 there was no Charter & Code Working Group.
ACTION 4 Creation of guidelines for mentors and supervisors in accordance with the Charter & Code principles	<ul style="list-style-type: none"> • Relation with supervisors • Supervision and managerial duties • Supervision 	<p>Initial timeline: 2017.</p> <p>Revised initial timeline: last quarter of 2017.</p> <p>Updated timeline: last quarter of 2021. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • Research Services Area • Charter & Code Working Group 	<ul style="list-style-type: none"> • Publication and distribution of booklets containing guidelines 	Although the first Action Plan provided for this action to be carried out in 2017, the action has not yet been implemented. (Please note that in the period 2016-2018 there was no Charter & Code Working Group). The action shall become a priority.
ACTION 5 Creation of a handbook for PhD students and young researchers	<ul style="list-style-type: none"> • Professional responsibility 	<p>Initial timeline: 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • Research Services Area • Charter & Code Working Group 	<ul style="list-style-type: none"> • Publication and distribution of the handbook 	The action has been indicated as "completed" in the <i>Internal Review</i> submitted at the end of 2018. Please note that in the period 2016-2018 there was no Charter & Code Working Group. Anyway, since the academic year 2016/2017 PhD students have received a vademecum (the so called handbook) at the beginning of their training, which clearly explains their rights and duties.



<p>ACTION 6 Institution of a special Award for the most innovative PhD poster</p>	<ul style="list-style-type: none"> • Research environment • Working conditions • Recognition of the profession • Dissemination, exploitation of results 	<p>Initial timeline: from 2016.</p> <p>Revised initial timeline: from the first quarter of 2016 to the end of 2021.</p>	<ul style="list-style-type: none"> • Research Services Area 	<ul style="list-style-type: none"> • Number of awards granted 	<p>The action "Institution of a special Award for the most innovative PhD poster" has been divided from the very beginning into two different actions:</p> <ul style="list-style-type: none"> • the institution of a PhD Award for the best theses, aimed at rewarding high-quality research and encouraging new PhD students to carry out their activities according to high and innovative standards; • the organisation of a PhD Expo, i.e. a showcase for the research activities carried out by PhD students.
<p>ACTION 7 Insertion of a reference to the Code of Ethics in the preamble of every agreement and contract with external organisation</p>	<ul style="list-style-type: none"> • Ethical principles 	<p>Initial timeline: 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • Research Services Area • Legal and Institutional Affairs Area • Organisation and Personnel Area 	<ul style="list-style-type: none"> • Adapting standard contracts to the principles of the Code of Ethics 	<p>Upon further examination of its content, the action seems to be unrealistic. It is necessary to evaluate whether it is appropriate to drop it.</p>
<p>ACTION 8 Definition of Guidelines for Industrial Research, to encourage the activity of University researchers in external companies, and the participation of University employees in external enterprises and spin-offs</p>	<ul style="list-style-type: none"> • Ethical principles • Research freedom 	<p>Initial timeline: 2017.</p> <p>Revised initial timeline: last quarter of 2017. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • Research Services Area • Legal and Institutional Affairs Area • Organisation and Personnel Area 	<ul style="list-style-type: none"> • Publication of guidelines 	<p>The action has been indicated as "completed" in the <i>Internal Review</i> submitted at the end of 2018.</p>
<p>ACTION 9</p>	<ul style="list-style-type: none"> • Ethical 	<p>Initial timeline: 2018.</p>	<ul style="list-style-type: none"> • Legal and 	<ul style="list-style-type: none"> • Number of visits to 	<p>The implementation of the action is delayed. The</p>



Creation of a web page in a bilingual version dedicated to the Code of Ethics	principles	Revised initial timeline: last quarter of 2018. Updated timeline: last quarter of 2021. Please note that the timeline provides the action deadline.	Institutional Affairs Area • Organisation and Personnel Area	the web page	Working Group suggests that it could be easier, but equally useful, to publish the English translation of the <i>Code of Ethics and Conduct of the University of Udine</i> in the specifically dedicated web page.
ACTION 10 Creation of a form to be signed by all current researchers stating adherence to the ethical principles	• Ethical principles	Initial timeline: 2017. Revised initial timeline: from the first quarter of 2017 to the end of 2021.	• Legal and Institutional Affairs Area • Organisation and Personnel Area	• Number of adhesion forms signed	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation", but the Working Group does not understand why, as the action had already been implemented in the first quarter of 2017.
ACTION 11 Diffusion of anti-plagiarism software and the necessary provision of information and training in its use	• Intellectual property rights • Good practice in research • Research environment	Initial timeline: 2016. Revised initial timeline: starting from the first quarter of 2016.	• Research Services Area	• Number of researchers using the software	The action has been indicated as "completed" in the <i>Internal Review</i> submitted at the end of 2018.
ACTION 12 Informative meetings to share, discuss and embrace within each department the guidelines in both the University and departmental Strategic Plans	• Research environment • Good practice in research	Initial timeline: 2018. Revised initial timeline: starting from the first quarter of 2018.	• Departments	• Number of meetings organised in each department	In the <i>Internal Review</i> submitted at the end of 2018, this action has been indicated as "in preparation", but the aim of this action is not entirely clear to the <i>Working Group</i> . It is necessary to evaluate whether it is appropriate to drop the action.



ACTION 13 Implementation of an institutional Open-Access Archive for the registration, authentication, conservation and diffusion of scholarly research	<ul style="list-style-type: none"> Dissemination, exploitation of results Good practice in research Intellectual property rights 	Initial timeline: 2016. Revised initial timeline: first quarter of 2016. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> University governance boards Research Services Area 	<ul style="list-style-type: none"> Percentage of products on Open Access 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been indicated as "completed".
ACTION 14 Definition of a plan for the communication and dissemination of research results	<ul style="list-style-type: none"> Dissemination, exploitation of results 	Initial timeline: 2017. Revised initial timeline: last quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> University governance boards Research Services Area 	<ul style="list-style-type: none"> Implementation of the communication plan 	Upon further examination, the action seems to be too sensitive due to the fact that it implies political choices. It is necessary to evaluate whether it is appropriate to drop the action.
ACTION 15 Accomplishment of the scheduled Plan of Affirmative Action (more correctly, Positive Action Plan) 2016-2018	<ul style="list-style-type: none"> Non-discrimination Gender balance Research environment Working conditions 	Initial timeline: end of 2018. Revised initial timeline: last quarter of 2018. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> Specific guarantee committee (more correctly, Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing) 	<ul style="list-style-type: none"> Number of objectives of the Plan achieved 	In the <i>Internal Review</i> submitted at the end of 2018, this action has been indicated as "ongoing", which is not completely clear to the Working Group, considering also that the action was related to the Positive Action Plan for the period 2016-2018.
ACTION 16 Translation into English of the web page	<ul style="list-style-type: none"> Gender balance Research environment 	Initial timeline: 2017. Revised initial timeline: last quarter	<ul style="list-style-type: none"> Computer and Multimedia Services Area Specific 	<ul style="list-style-type: none"> Full translation 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified.



of the Specific Guaranteeing Committee for equal Opportunities (more correctly, Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing)	<ul style="list-style-type: none"> Working conditions 	of 2017. Updated timeline: last quarter of 2020. Please note that the timeline provides the action deadline.	guaranteeing committee (more correctly, Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing)		
ACTION 17 Preparation of an English version for the main pages of the University's website and of all Departments web pages	<ul style="list-style-type: none"> Non discrimination Research environment Working conditions 	Initial timeline: from 2018. Revised initial timeline: from the first quarter of 2018 to the end of 2021.	<ul style="list-style-type: none"> Computer and Multimedia Services Area Communication Service Departments 	<ul style="list-style-type: none"> Translation of 50% of the pages of the website 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified.
ACTION 18 Creation of a specific web page on the University website with all the information about all the available positions, included all forms of short-term contracts or grants	<ul style="list-style-type: none"> Recruitment (Code) Recruitment (Code) Transparency (Code) 	Initial timeline: end of 2016. Revised initial timeline: last quarter of 2017. Updated timeline: last quarter of 2019. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> Research Services Area Computer and Multimedia Services Area Communication Service 	<ul style="list-style-type: none"> Creation of a web page 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified.
ACTION 19 Provision of a short description of the different stages of the selection process on the same web	<ul style="list-style-type: none"> Transparency (Code) Recruitment Recruitment 	Initial timeline: 2017. Revised initial timeline: last quarter of 2017.	<ul style="list-style-type: none"> Research Services Area Computer and Multimedia Services Area 	<ul style="list-style-type: none"> Inserting the description in the web page 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified.



page as all other information about the position available	(Code)	Updated timeline: last quarter of 2021. Please note that the timeline provides the action deadline.			
ACTION 20 Creation of spaces and provision of appropriate equipment to carry out research	<ul style="list-style-type: none"> • Research environment • Working conditions 	<p>Initial timeline: end of 2018.</p> <p>Revised initial timeline: last quarter of 2018. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • University governance boards • Administration and Budget Area • Building & Logistics Area • Integrated Services for Prevention and Protection 	<ul style="list-style-type: none"> • Number of spaces created 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "completed".
ACTION 21 Identification of locations to accommodate a coffee/common room in each department	<ul style="list-style-type: none"> • Research Environment • Working Conditions 	<p>Initial timeline: end of 2018.</p> <p>Revised initial timeline: last quarter of 2018. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • University governance boards • Administration and Budget Area • Building & Logistics Area • Integrated Services for Prevention and Protection 	<ul style="list-style-type: none"> • Number of spaces created 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "completed".
ACTION 22	<ul style="list-style-type: none"> • Working 	Initial timeline: 2018.	<ul style="list-style-type: none"> • Specific 	<ul style="list-style-type: none"> • Plan completed 	In the <i>Internal Review</i> submitted at the end of 2018,



Definition of an anti-mobbing action plan and determination of strategies to improve the working conditions of the individual	conditions	Revised initial timeline: last quarter of 2018. Updated timeline: last quarter of 2021. Please note that the timeline provides the action deadline.	guaranteeing committee (more correctly, Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing)		the action has been described as "in preparation". The progress of the action implementation shall be verified.
ACTION 23 Census update of the remaining architectural barriers and implementation of a feasibility study for their elimination	<ul style="list-style-type: none"> • Research environment • Working conditions • Non-discrimination 	Initial timeline: 2017. Revised initial timeline: last quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Building & Logistics Area • Integrated Services for Prevention and Protection • Specific guaranteeing committee 	<ul style="list-style-type: none"> • Updated census 	In the Internal Review submitted at the end of 2018, the action has been described as "completed".
ACTION 24 Implementation of a plan for risk prevention among researchers and its propagation through specific training initiatives	<ul style="list-style-type: none"> • Working conditions • Research environment 	Initial timeline: 2017. Revised initial timeline: last quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Integrated Services for Prevention and Protection 	<ul style="list-style-type: none"> • Number of courses organised 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "completed".
ACTION 25 Start up of a project to monitor the researchers' sense of wellbeing in the organisation	<ul style="list-style-type: none"> • Working conditions • Research environment 	Initial timeline: 2018. Revised initial timeline: last quarter of 2018. Please note that the timeline	<ul style="list-style-type: none"> • Specific guaranteeing committee (more correctly, Committee for Equal 	<ul style="list-style-type: none"> • Survey conducted 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "ongoing". Considering that in 2015 an anonymous questionnaire was addressed to the entire academic community, but the result was very disappointing (with only a very small number of researchers participating), it is



		provides the action deadline.	Opportunities, Wellbeing at Work and against Discrimination and Mobbing)		necessary to evaluate whether it is appropriate to drop the action or at least to change the strategy.
ACTION 26 Adoption of regulations covering visiting professors	• Value of mobility	Initial timeline: from 2017. Revised initial timeline: first quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • University governance boards • Research Services Area • Legal and Institutional Affairs Area • Organisation and Personnel Area 	• Guidelines adopted	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "completed".
ACTION 27 Creation of a specific web page devoted to the outgoing mobility of researchers (opportunities, tasks, coverage)	• Value of mobility	Initial timeline: from 2017. Revised initial timeline: first quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • University governance boards • Research Services Area • Legal and Institutional Affairs Area • Organisation and Personnel Area 	• Web page created	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "completed".
ACTION 28 Organisation of seminars about how to write a CV, job interviews, job placement, professional competencies etc. (mandatory for PhD students, open to the	• Access to career advice	Initial timeline: periodically from 2016. Revised initial timeline: periodically starting from the first	• Research Services Area	• Number of seminars organised	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "ongoing". The progress of the action implementation shall be verified.



whole academic community)		quarter of 2016.			
ACTION 29 Extension of services offered by the Career Centre to bachelor students and PhD students	<ul style="list-style-type: none"> • Access to career advice 	<p>Initial timeline: from 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • Student Services Area 	<ul style="list-style-type: none"> • Number of PhD students referred to companies 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "ongoing", but the Working Group does not understand why, as the Career Center of the University of Udine was rearranged in 2016 and on that occasion its services were extended to PhD students. It should be also noted that the indicator is not totally clear to the Working Group.
ACTION 30 Definition of actions to promote the introduction of a representative of researchers with short-term positions (research fellows, experts on the subject) in each Board of Department (more correctly, each Department Council)	<ul style="list-style-type: none"> • Participation in decision-making bodies 	<p>Initial timeline: from 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • University governance boards • Legal and Institutional Affairs Area 	<ul style="list-style-type: none"> • Number of departments involved 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified.
ACTION 31 Implementation of a survey on the tasks and the best practices of mentoring and supervising, based on anonymous questionnaires to be compiled by early-stage researchers (PhD students, research fellows, etc.)	<ul style="list-style-type: none"> • Relation with supervisors 	<p>Initial timeline: from 2017.</p> <p>Revised initial timeline: starting from the first quarter of 2017.</p>	<ul style="list-style-type: none"> • Research Services Area • Charter & Code Working Group 	<ul style="list-style-type: none"> • Survey conducted 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified. Please note that in the period 2016-2018 there was no Charter & Code Working Group.
ACTION 32	<ul style="list-style-type: none"> • Working 	Initial timeline: from	<ul style="list-style-type: none"> • Research 	<ul style="list-style-type: none"> • Number of 	In the <i>Internal Review</i> submitted at the end of 2018,



Introduction of a customer satisfaction questionnaire for the training courses organised for PHD students at the end of the three years of the doctorate	<ul style="list-style-type: none"> • Research environment 	2017. Revised initial timeline: starting from the last quarter of 2017.	Services Area	questionnaires completed	the action has been described as "completed".
ACTION 33 Devising of a training and updating programme specifically for senior researchers	<ul style="list-style-type: none"> • Access to research training and continuous development 	Initial timeline: end of 2017. Revised initial timeline: last quarter of 2017. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Research Services Area 	<ul style="list-style-type: none"> • Training plan for senior researchers implemented 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". It shall be verified at which point the action implementation is.
ACTION 34 Creation of a web page to include all the training initiatives available for researchers	<ul style="list-style-type: none"> • Access to research training and continuous development 	Initial timeline: end of 2018. Revised initial timeline: last quarter of 2018. Updated timeline: last quarter of 2020. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Research Services Area • Charter & Code Working Group 	<ul style="list-style-type: none"> • Number of visits to the web page 	In the <i>Internal Review</i> submitted at the end of 2018, the action has been described as "in preparation". The progress of the action implementation shall be verified. Please note that in the period 2016-2018 there was no Charter & Code Working Group.
NEW ACTION 1 Creating, in cooperation with local businesses, dedicated laboratories aimed at providing researchers with adequate	<ul style="list-style-type: none"> • Research environment • Working conditions • Career development 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • University governing bodies, formerly referred to as University governance 	<ul style="list-style-type: none"> • Number of laboratories 	It is necessary to create an advanced research center that brings together university laboratories and local companies working in synergy to carry out joint projects in the fields of research, training and technology transfer.



equipment to carry out their research			boards, including in particular General Direction <ul style="list-style-type: none"> Operational Services Direction 		
NEW ACTION 2 Presentations to the Academic Senate, the Departments and the Research Committee aimed at updating the entire academic community about the implementation process of the principles set out by the Charter & Code	<ul style="list-style-type: none"> Ethical principles 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> Charter & Code Working Group Rector's Representative 	<ul style="list-style-type: none"> Number of presentations 	The action aims at updating the entire academic community about the implementation process of the principles set out by the <i>Charter & Code</i> .
NEW ACTION 3 Translating into English the Charter of the University of Udine and the Code of Ethics and Conduct of the University of Udine	<ul style="list-style-type: none"> Ethical principles Research environment Non-discrimination 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> Research Services Area Human Resources and General Affairs Department 	<ul style="list-style-type: none"> Publication in the University website of the English versions of the Charter of the University of Udine and the Code of Ethics and Conduct of the University of Udine 	It is extremely important that the <i>Charter of the University of Udine</i> and the <i>Code of Ethics and Conduct of the University of Udine</i> are available also to foreign researchers and external stakeholders.
NEW ACTION 4 Inserting a specific reference to the Charter & Code in the preamble of the <i>Code of Ethics and Conduct of the University of Udine</i>	<ul style="list-style-type: none"> Ethical principles 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> University governing bodies, formerly referred to as University 	<ul style="list-style-type: none"> Adoption of a new version of the <i>Code of Ethics and Conduct of the University of Udine</i> with a specific reference to the 	The insertion of a specific reference to the <i>Charter & Code</i> in the preamble of the <i>Code of Ethics and Conduct of the University of Udine</i> is extremely important considering that the <i>Charter of the University of Udine</i> expressly provides that all policies and actions of the



			governance boards, including in particular General Direction <ul style="list-style-type: none"> Human Resources and General Affairs Department 	Charter & Code in its preamble	University of Udine shall comply, among other things, with the provisions of its Code of Ethics and Conduct.
NEW ACTION 5 Creating a You Tube channel of the University of Udine	<ul style="list-style-type: none"> Dissemination, exploitation of results 	First quarter of 2020. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> University governing bodies, formerly referred to as University governance boards, including in particular General Direction 	<ul style="list-style-type: none"> Creating the You Tube channel of the University of Udine 	The creation of a specific You Tube Channel aims at making online seminars, conferences, webinars and other activities of the University of Udine available to the entire community (not only academic).
NEW ACTION 6 Drafting and adopting the Gender Balance document	<ul style="list-style-type: none"> Gender balance Non-discrimination Research environment Working conditions 	First quarter of 2020. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> University governing bodies, formerly referred to as University governance boards, including in particular General Direction 	<ul style="list-style-type: none"> Adoption and publication of the Gender Balance document 	Drafting and adopting the Gender Balance document is strongly encouraged by the <i>Rector's Delegate for Equal Opportunities</i> and the <i>Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing</i> .



			<ul style="list-style-type: none"> • Rector's Delegate for Equal Opportunities • Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing 		
<p>NEW ACTION 7 Drafting and adopting the Gender Equality Plan</p>	<ul style="list-style-type: none"> • Gender balance • Non-discrimination • Research environment • Working conditions 	<p>Last quarter of 2021. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • University governing bodies, formerly referred to as University governance boards, including in particular General Direction • Rector's Delegate for Equal Opportunities • Committee for Equal Opportunities, Wellbeing at Work and against 	<ul style="list-style-type: none"> • Adoption and publication of the Gender Equality Plan 	<p>The adoption of a Gender Equality Plan is strongly encouraged by the <i>Rector's Delegate for Equal Opportunities</i> and the <i>Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing</i>.</p>



			Discrimination and Mobbing		
NEW ACTION 8 Analysing the level of implementation of the OTM-R principles in the recruitment policy of the University of Udine	<ul style="list-style-type: none"> • Recruitment (Code) • Recruitment (Code) • Selection (Code) • Transparency (Code) 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Rector's Representative for the Charter & Code • Charter & Code Working Group 	<ul style="list-style-type: none"> • Publication of the OTM-R Checklist in the web page dedicated to the Charter & Code 	The analysis of the level of implementation of the OTM-R principles in the recruitment policy of the University of Udine is a priority. Anyway, considering that in 2019 a new Rector will be elected, it seems more correct to set the deadline of the action at the end of 2021.
NEW ACTION 9 Producing leaflets about the Charter & Code and distributing them to the entire academic community	<ul style="list-style-type: none"> • Ethical principles • Research environment 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Rector's Representative for Charter & Code • Charter & Code Working Group • General Direction 	<ul style="list-style-type: none"> • Distribution of the leaflets to the entire academic community 	The action aims at disseminating the knowledge of the principles and values of the <i>Charter & Code</i> .
NEW ACTION 10 Organising a Focus Group aimed at involving the academic community in the implementation process of the principles set out by the Charter & Code	<ul style="list-style-type: none"> • Research environment • Working conditions 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Rector's Representative for the Charter & Code • Charter & Code Working Group 	<ul style="list-style-type: none"> • Organisation of the Focus Group <p>Two Focus Groups were organised: the first held on 26-27 January 2022 and the second held on 2-3 February 2022.</p>	It is important to involve the academic community in the implementation process.
NEW ACTION 11 Changing the composition of the Charter & Code Working Group	<ul style="list-style-type: none"> • Research environment 	Last quarter of 2021. Please note that the timeline provides the action deadline.	<ul style="list-style-type: none"> • Rector • Rector's Representative for the Charter & Code 	<ul style="list-style-type: none"> • Appointment by Rector Decree of a new Charter & Code Working Group 	The composition of the <i>Charter & Code Working Group</i> shall be changed in order to include one representative for each Department, one foreign researcher employed by the University of Udine, one representative of the <i>Italian Association of PhD students and PhDs</i> .



<p>NEW ACTION 12 Creating a specific e-mail address so as to enable a direct contact with the Rector's Representative for the Charter & Code and the Charter & Code Working Group</p>	<ul style="list-style-type: none"> • Research Environment 	<p>Last quarter of 2021. Please note that the timeline provides the action deadline.</p>	<ul style="list-style-type: none"> • Rector's Representative for Charter & Code • Charter & Code Working Group • Research Services Area • University ITC Services 	<ul style="list-style-type: none"> • Creating the e-mail address 	<p>The action aims at improving the visibility of the <i>Working Group</i>.</p>
<p>NEW ACTION 13 Organising meetings/courses aimed at spreading the culture of inclusion and respect for human dignity and equality also outside the academic community</p>	<ul style="list-style-type: none"> • Research environment • Non-discrimination • Gender balance • Working conditions 	<p>Periodically during the entire 2021.</p>	<ul style="list-style-type: none"> • Rector's Delegate for Equal Opportunities • Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing 	<ul style="list-style-type: none"> • Number and contents of the meetings/courses 	<p>Various episodes of bullying and violence against women and homosexuals at national level should lead the University to increase its attention to such issues. In this respect a fundamental role may be performed by the Rector's Delegate for Equal Opportunities and the <i>Committee for Equal Opportunities, Wellbeing at Work and against Discrimination and Mobbing</i>.</p>

