



ACTION PLAN 2019-2021 / TIMELINE		Responsible Bodies*	2019		2020		2021	
OBJECTIVES	ACTIONS	EU/AR/ESS Service Centre (ESC); Knowledge Transfer and International Programmes (KTIP); Advanced Training (AT); Technology & Foresight Studies (TFS); Direction of Evaluation and Accreditation (DEA); Legal & HR Management (L&HR); Communication (C)	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
1) Training and career development service for researchers to manage their career path across the Andalusian Knowledge System and EU Research Area, in order to extend and fortify EU research connections, resources and professionals involved.	1.1) Allow and advice researchers to: <ul style="list-style-type: none"> <li>Assist events organized by third parties on training and career development activities</li> <li>Carry out non intensive teaching at their host institution or in whichever collaborating educational institution</li> <li>Create, participate in and/or manage EU/universal researchers' associations</li> <li>Plan and carry out provisional mobility schemes from host institution to third parties</li> </ul>	ESC; AT; L&HR; C						
	1.2) Organization and contribution to diverse career development activities including: <ul style="list-style-type: none"> <li>Elaboration of funding request proposals to EU institutions</li> <li>Networking events with experienced researchers and entrepreneurs.</li> <li>Visits to companies and research centres.</li> </ul>	AT; KTIP						
2) Provide researchers with rules and regulations on preparing research proposals, work planning and additional changes in the foreseen content	2.1) Demand that research proposals are elaborated by the proper researchers, supported by a supervisor at the collaborating entities	AT; L&HR						
	2.2) Demand that scientific-technical, management and financial reports are prepared by the researchers assessed by their host institutions	AT; L&HR						
	2.3) Researchers must collaborate in audits and refunds processes, assessed by their host institutions	AT; L&HR						
3) Offer research opportunities with adequate working conditions	3.1) Foster efforts host institutions to commit in written to the principles of the European Charter for Researchers and The Code of Conduct for the Recruitment of Researchers	AT; ESC; TFS						
	3.2) Support employments contract opportunities and related initiatives to researchers interested on working for agents forming the Andalusian Knowledge System and the EU Research Area, including: <ul style="list-style-type: none"> <li>Contracts under Social Security System from Spain or EU member or associate countries</li> <li>Contribution to pension funds, health and accident insurance, parental leave and unemployment benefits</li> <li>Fixed terms and indefinite contracts</li> <li>Contracts with flexible working hours, part-time working and tele-working</li> <li>Associated outgoing and incoming mobility schemes</li> <li>Competitive economic salary</li> </ul>	AT; L&HR						
4) Candidate Researchers will not be penalised for any career breaks, mobility will be individual driven, and an equal opportunities policy will apply at all levels to evaluation and selection processes.	4.1) State clearly in regulations, calls and guide documents that researchers: <ul style="list-style-type: none"> <li>May be on career break at the moment of the application (non-active)</li> <li>Will be evaluated according merits and credentials when required</li> <li>Will not be discriminated in any way on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition</li> <li>Will have procedures concerning recognition of non European Higher Education Area (EHEA) degrees and qualifications</li> <li>Will be requested to achieve a balanced level of qualifications and experience required according to the fellow grant opportunity, etc. offered</li> </ul>	AT; DEA; L&HR						
	4.2) Detail the evaluation and selection process, including: <ul style="list-style-type: none"> <li>Criteria and measures in: <ul style="list-style-type: none"> <li>Candidate profile, experiences across different sector fields and destinations, publications, patents</li> <li>Appropriateness of the intended Destination/Project/Mobility</li> <li>Potential impact/Feasibility</li> </ul> </li> <li>Personal interviews</li> <li>Exceptional quotas and affirmative actions (e.g.: gender; disabilities, policy priorities, deficit research areas)</li> <li>Evaluation and selection committees</li> <li>Claim procedures and procurement of evaluation reports</li> </ul>	AT; DEA; L&HR						

ACTION PLAN 2019-2021 / TIMELINE		Responsible Bodies*	2019		2020		2021	
OBJECTIVES	ACTIONS	EUROPESS Service Centre (ESC), Knowledge Transfer and International Programmes (KITP), Advanced Training (AT), Technology & Foresight Studies (TFS), Director of Evaluation and Accreditation (DEA), Legal & HR Management (L&HR), Communication (C)	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
5) Evaluation and selection processes will be managed by committees and will be assisted by a pool of experts (who will be, in fact, members of the committees), accompanied by experienced and trained AAC staff	5.1) Seek experts with the following profile: <ul style="list-style-type: none"> <li>- broad international research or business experience,</li> <li>- a documented interest for knowledge transfer,</li> <li>- and a connection with the entrepreneurial world.</li> </ul> The committees members will bring together: <ul style="list-style-type: none"> <li>- Diverse expertise and competences, nationalities, and disciplines</li> <li>- Experience in different sectors (public and private)</li> <li>- Gender balance</li> </ul> Committees' members names and profiles will be public	AT; DEA; L&HR						
	5.2) Avoid actual or potential conflict of interest, including: <ul style="list-style-type: none"> <li>- Nationality</li> <li>- Employment contracts, previous or current collaborations</li> <li>- Members of chosen host institutions or competitors</li> <li>- Family or relative ties or connections</li> </ul>	AT; DEA; L&HR						
6) Launch individually regulated and budgeted programmes, subject to government regulations ensuring transparency and fairness, running through schedules, actions and resources by experienced and trained AAC staff, under supervision of management committees	6.1) Set appropriated processes and standardized forms to facilitate and ensure sufficient information to make decisions, including: <ul style="list-style-type: none"> <li>- Suitability of host institution and collaborating entities.</li> <li>- State of the art, intellectual property rights and joint data, expected results (patents, experiments, authorship of publication).</li> <li>- Significant improvements, commercial opportunities, relating research</li> <li>- Public engagement and media impact</li> <li>- Health and safety</li> <li>- Data protection and confidentiality protection</li> <li>- Budget, number of fellowships, awards, grants, contracts, if any, and duration</li> <li>- Profiles of Researcher, Supervisors and team involved</li> <li>- Mobility scheme</li> <li>- Eligibility requirements for candidates, and required documents</li> <li>- Evaluation criteria and composition of the selection committee.</li> <li>- Application deadlines and key milestones in the selection process.</li> </ul>	AT; L&HR						
	6.2) Helpdesk Service; Summary Calls, Forms and Guide Documents will be available online and translated into different EU languages (at least Spanish and English). Internet tools will be widely accessible from the Internet using all widespread operating systems and navigators.	AT; C						
	6.3) Properly train and inform members of the management committees and AAC staff involved	AT; DEA; L&HR						
7) Stimulate and support researchers to further develop their careers without mobility restrictions and with complete freedom of choice of their research field and host organisations	7.1) Update relevant information about agents forming the Andalusian Knowledge System and the EU Research Area, including: <ul style="list-style-type: none"> <li>- Type of agent, fields of research, location</li> <li>- Non EU research institutions, partnered with EU agents</li> <li>- Research opportunities offered</li> </ul>	AT; ESC; C						
	7.2) Lead hosting institutions and researchers' actions through the Andalusian Knowledge System and the EU Research Area, including following points: <ul style="list-style-type: none"> <li>- Ethical review board</li> <li>- Compliance with local, national and international legislation</li> <li>- Guidelines on research in humans and/or animals.</li> </ul> Fields not to be considered: <ul style="list-style-type: none"> <li>- Human cloning for reproductive purposes</li> <li>- Modifying genetic heritage of human beings</li> <li>- Creating human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.</li> </ul>	AT; ESC; C						