

## TEMPLATE 2 - GAP ANALYSIS - OVERVIEW

Case number: [2022BG765736](#)

Name Organisation under review: ***Roumen Tsanev Institute of Molecular Biology, Bulgarian Academy of Sciences***

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### **GAP ANALYSIS**

The Charter and Code provides the basis for the Gap analysis. In order to aid cohesion, the 40 articles have been renumbered under the following headings. Please provide the outcome of your organisation's GAP analysis below. If your organisation currently does not fully meet the criteria, please list whether national or organisational legislation may be limiting the Charter's implementation, initiatives that have already been taken to improve the situation or new proposals that could remedy the current situation.

## European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: GAP Analysis Overview

<p>Status: to what extent does this organisation meet the following principles?</p>	<p>Implementation:          ++ = <b>fully</b> implemented +/- = <b>almost but not fully</b> implemented          -/+ = <b>partially</b> implemented          -- = <b>insufficiently</b> implemented</p>	<p>In case of --, -/+, or +/-, please <b>indicate the actual "gap"</b> between the principle and the current practice in your organisation. If relevant, list any national/regional legislation or organisational regulation currently impeding implementation</p>	<p>Initiatives undertaken and/or suggestions for improvement:</p>
<p><b>Ethical and Professional Aspects</b></p>			
<p><b>1. Research freedom</b></p> <p>Legal Framework:</p> <ul style="list-style-type: none"> <li>• <b>Higher Education Law, amended 20.01.2019;</b></li> <li>• <b>Rules for implementation of the law for the development of the academic staff in Bulgaria at IMB</b> from 28.01.2021;</li> <li>• <b>Regulations for the organization of the internal order of the IMB</b> from 27.01.2012;</li> </ul> <p>Experienced researchers at IMB choose their research topics, and the department heads select and suggest the team members for approval by the Scientific Council at the IMB. Under several projects such as the Operational Programme "Development of the Competitiveness of the Bulgarian Economy 2007-2013" and „The National Science Infrastructure Roadmap" IMB established a new research infrastructure and ensured better conditions for research work. The whole infrastructure is freely available to all staff</p>	<p>++</p>		<p>No more suggestions for improvement</p>

<p>members. Scientists are free to collaborate with colleagues in and outside Academia. IMB is a preferred workplace for young scientists, resulting in the mean age of the Institute's staff being below 35. Scientists have access to several scientific databases through the Bulgarian Academy of Sciences.</p>			
<p><b>2. Ethical principles</b>  Scientific research activity in IMB has been performed according to the accepted Code of Ethics (CE) of IMB since <b>23.11.2020</b>.  At the Institute level, a dedicated commission monitors compliance with CE.</p>	++		<p>Information about the committee members will be available on the Institute's website.</p>
<p><b>3. Professional responsibility</b>  The IMB has a contract to use the StrikePlagiarism platform to verify the originality and authenticity of scientific works (dissertations, articles, etc.).  Individual profiles of IMB staff members have been created on this platform. The Institute also has rules and procedures for verifying originality and authenticity of dissertations and preventing and sanctioning exam cheating and plagiarism from 14.02.2024.  The research activity at IMB is carried out following the adopted Code of Ethics of IMB of 23.11.2020.</p>	++		

<p><b>4. Professional attitude</b>  <b>Regulations for the organisation of the internal order of IMB from 27.01.2012.</b>  Communication between the departments and management in IMB ensures that all necessary information about the researcher's work is passed on to the interested parties. All staff members are familiar with each job description.</p>	<p>+/-</p>	<p>The questionnaire survey showed that the young scientists are not sufficiently aware of the organizational structure and the regulatory documents related to the Institute's work.</p>	<p>The "Regulations for the organisation of the internal order of IMB" will be uploaded on the Institute's website.  Recruits will be briefed annually on the rules by the Institute's HR.  A new website is under development now. An updated information about the strategic goals and the vision of IMB will be published there.</p>
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<p><b>5. Contractual and legal obligations</b></p> <p>All important/relevant documents with national and sectoral regulations are available on the Institute's website. BAS itself regulates Intellectual Property Rights through <b>RULES FOR THE PROTECTION AND MANAGEMENT OF THE OBJECTS OF INTELLECTUAL PROPERTIES OWNED BY THE BULGARIAN ACADEMY OF SCIENCES</b> adopted by the Eighth General Assembly of BAS on 18.10.2021</p>	<p>++</p>		<p>No more suggestions for improvement</p>
<p><b>6. Accountability</b></p> <p>The Director of IMB, leaders of research projects/groups, and the chief accountant are responsible for the financial management and control of the scientific research activity following the principles of legality, proper financial management, and transparency. Annual reports of the Institute are freely available on the IMB website. Part of it is integrated into the Bulgarian Academy of Sciences annual report, which is also publicly available. PIs are responsible for the transparent and efficient use of public funds to the funding bodies (e.g., Bulgarian National Science Fund) and are regularly audited.</p>	<p>++</p>		<p>No more suggestions for improvement</p>
<p><b>7. Good practice in research</b></p> <p>Institute's regulations:</p> <ul style="list-style-type: none"> <li>• <b>Safe Working Guidelines, from 16.08.2021;</b></li> </ul> <p>All staff are required to be familiar with the Safe Working Instructions and comply with them. They are briefed regularly (monthly) on the Safe Working Conditions Guidelines by the safety officer of the Institute and/or the section/lab head. The staff is annually trained in Safe work practices.</p> <ul style="list-style-type: none"> <li>• <b>Emergency plan</b></li> </ul> <p>IMB has approved emergency plans that ensure the safety of the staff during emergencies such as earthquakes, fires, and incidents with hazardous chemicals.</p>	<p>+/-</p>	<p>In some laboratories, the items of furniture and equipment are old. Information for the members of the Committees responsible for different risks is not easily available.</p>	<p>Information for all committees related to working safety will be available on the institute's website. Prophylactic medical examinations will be renewed . They were stopped during the COVID-19 pandemic. Laboratories will be renovated including the laboratory hoods for work with chemicals. In addition to the mandatory briefings, a seminar on all safety and security topics will be provided once a year for recruits.</p>

<ul style="list-style-type: none"> <li>• <b>Internal instructions on the measures and means of personal data protection at the Institute of Molecular Biology from 16.02.2018.</b></li> </ul> <p>A person at the Institute is responsible for compliance with these instructions. IMB is registered as a data controller at the Commission for Personal Data Protection and complies with the law and instructions for handling personal data. The Institute archives all documentation in a specific order and stores it in a designated archive room.</p>			
<p><b>8. Dissemination, exploitation of results</b></p> <p>Research results of the scientists at IMB are published in internationally recognised scientific journals of good standards whenever possible, such as open access. The yearly output is approximately 50 papers. Researchers from the Institute participate regularly in national and international meetings and conferences where they present their scientific work. IMB organises a regular international conference.</p>	+/-	<p>Patenting or commercialization of research results at the level of the Institute is relatively low and is regulated according to <b>RULES FOR THE PROTECTION AND MANAGEMENT OF THE OBJECTS OF INTELLECTUAL property, OWNED BY THE BULGARIAN ACADEMY OF SCIENCES</b> adopted by the Eighth General Assembly of BAS on 18.10.2021.</p>	<p>IMB will appoint technology-transfer officer who will coordinate and organise interactions between industry representatives and IMB scientists. The officer will also assist in writing joint projects between the researchers from the Institute and the industrial partners.</p>

<p><b>9. Public engagement</b></p> <p>IMB has <b>Strategies for the development and improvement of communication with society</b>, from 19.03.2020, and a PR specialist that implements it. An online profile of IMB was created on the professional (linkedin.com) and social networks.</p>	<p>+/-</p>	<p>The dissemination of IMB scientific results to the general public needs improvement.</p>	<p>A communications board of the Institute will be created. The scientists will be stimulated to publish more often on the IMB website.</p> <p>IMB will organize regular science lectures for the general public (high school and university students). OPEN Doors are organized once a year to improve communication with society.</p> <p>IMB plans to organize workshops as part of the ERA chair project to present results known how and best practices tailored specifically to medical or industry stakeholders and policymakers.</p> <p>The website will be updated. Social media channels (Facebook, LinkedIn) will also be more intensively used to share the Institute's latest research achievements, participation, and events. Each year, IMB plans to conduct satisfaction surveys among employees, allowing it to improve the website constantly.</p>
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<p><b>10. Non-discrimination</b></p> <p>The Bulgarian Academy of Sciences has a <b>Plan to promote equality between women and men in the BAS</b>: the decision of the BAS Management Board, protocol No. 7/24.3.2022. Currently, the number of women at the Institute is higher than that of men at all levels, except for research assistants. The number is equal among the department heads. The Institute has a dedicated committee that monitors compliance with non-discrimination. According to the <b>"Regulations for the organization of the internal order of the IMB"</b> from 27.01.2012, the Institute complies with the principles of non-discrimination against gender, age, ethnicity, religion or belief, sexual orientation, language, disability, social or economic condition. 7% of all staff is disabled people.</p>	++		Information about the committee members will be available on the Institute's website.
<p><b>11. Evaluation/ appraisal systems</b></p> <p>According to the Regulations for the organization of the internal order of the IMB from 27.01.2012, an attestation of every scientific staff and administrative employee who worked more than two years is held on two/three years period. A specially appointed Attestation Commission developed criteria based on which attestation is performed. Each researcher fills in a scorecard for their activity for the period of attestation. Assessing the scientists covers the scientific research area, Applied science and innovation area, Training educational area, Scientific organizational area, and Expert area. The results from the attestation are expressed as the sum of points, and a critical minimum was employed. If the personnel does not perform sufficiently well the employment contract will not be continued. There is also an</p>	+/-	IMB staff isn't sufficiently familiar with the attestation criteria. Some researchers are not happy with the current criteria according to the survey.	<p>A document with the attestation criteria will be uploaded to the IMB website.</p> <p>It is planned to revise the attestation criteria to be more precise for better evaluation of the researchers. A permanent attestation commission will be appointed.</p>



attestation card for PhD students, who fill it out yearly. The Scientific Committee uses these cards to evaluate their progress.

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<b>Recruitment and Selection</b>			
<p><b>12. Recruitment</b></p> <p>The procedure to appoint a researcher to an academic position is carried out according to <b>the Rules for implementation of the law for the development of the academic staff in Bulgaria at IMB from 28.01.2021 and Regulations for the organization of the internal order of the IMB from 27.01.2012.</b></p> <p>The English version of the <b>Regulations for Implementing the Law on the Development of the Academic Staff in Bulgaria at the IMB</b> is uploaded on the Institute's website. The open positions are published on the Institute's website, in the media, and in the State Gazette. Some open positions are also advertised in Euraxess. All applications are first assessed by a technical commission to see if their application documents meet the requirements for the position. The scientific merit of each candidate is determined by a scientific jury (of 5 or 7 members, at least half of them from external institutions) and reported to the Scientific Council, which votes on each candidate during a secret ballot.</p>	+/-	<p>A more transparent recruitment procedure is needed for positions such as Research Assistant and Assistant Professor at the IMB.</p> <p>IMB does not have sufficient experience in hiring foreign staff, as typically salaries offered are not competitive on the international market.</p> <p>More detailed advertisements on the Institute's website are needed.</p>	<p>The advertisement template for each position will be created with detailed information about the requirements and all necessary documents. A feedback process will be established. Unconscious bias brochures will be created and used by the Selection Committee.</p> <p>On the website will be uploaded brief information about the procedure according to the state requirements for recognizing scientific titles acquired in foreign universities corresponding to the scientific titles in BAS.</p>

<p><b>13. Recruitment (Code)</b></p> <p>The recruitment at the Institute is fully compliant with the National Legal Framework:  <b>Labor Code - 06.11.2018; Higher Education Law, amended 20.01.2019; Law for Academic Staff Development, amended 05.05.2018 and Rules for implementation of the law for the development of the academic staff in Bulgaria at IMB</b> from 28.01.2021.</p>	<p>++</p>		<p>No more suggestions for improvement</p>
<p><b>14. Selection (Code)</b></p> <p>According to the <b>Rules for implementing the law for the development of the academic staff in Bulgaria at IMB from 28.01.2021, all candidates for an academic position higher than Research Assistant are evaluated by a mandatory commission that</b> includes external members. The opinions and reviews, prepared in written form by each member of the selection committee for the positions of associate and full professors are published both in Bulgarian and in English on the Institute's website. During the selection of ERA Chair group international members on 29 July 2023 a video conference was introduced in the recruitment process.</p>	<p>++</p>		

<p style="text-align: center;"><b>15. Transparency (Code)</b></p> <p>The Institute strictly follows the rules established by the Law for Academic Development of Researchers in Bulgaria for advertising of open positions. In all appropriate cases, an effort is made to disseminate the information via researchers' networks and international channels so that the best candidates are aware of the open positions. The selection criteria are described in the <b>Rules for implementing the law to develop the academic staff in Bulgaria at IMB</b> from 28.01.2021. The document is available on the Institute's website. Furthermore, the documents of applicants as well the reviewer's opinion for academic position Associate professor and Professor are also published on the website.</p>	+/-	<p>The advertisements for open positions are not detailed and not distributed enough.</p> <p>There is a need for greater transparency regarding the recruitment of Research Assistants and Assistant Professors. The outcomes of these procedures aren't readily accessible due to the lack of such requirements by the law.</p>	<p>IMB will use more channels of communication with potential job candidates such as: website of the Institute, social media portals with job advertisements, Euraxess, State Gazette. The announcements will include a more detailed description of what the position offers, the necessary competencies of the candidate and documents, conditions for work, as well as prospects for career development. After the completion of the job interviews, the committee that conducted them will inform the candidates about the results and the strengths and weaknesses of their applications. After the end of the recruitment process, the candidates will be asked whether the application process was accessible and transparent and for their opinion on the recruitment interviews. Job applicants will also be asked where they found information on job offers. It is the primary source of information on where to look for potential employees. Such exchange of information will allow IMB to strengthen its position as a good employer in the local market.</p> <p>The reports of the competitions for Research Assistants and Assistant Professors will be published on the</p>
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<p><b>16. Judging merit (Code)</b>  The minimal requirements for holding academic positions at IMB-BAS are described in the <b>Rules for implementing the law for the development of the academic staff in Bulgaria at IMB</b> from 28.01.2021. For each position, a different number of points are necessary. The indicators that give points are not only the scientific publications and citations but also the supervision of Master and PhD students, project management, teaching, patenting, and writing textbooks, etc.</p>	++		No more suggestions for improvement
<p><b>17. Variations in the chronological order of CVs (Code)</b>  Patenting and project management are also part of the indicators for evaluating candidates, according to the Rules for implementing <b>the law for the development of the academic staff in Bulgaria at IMB</b>, from 28.01.21. Therefore, the industry candidates are also evaluated adequately during the recruitment process. Career variations are not penalized and candidates are assessed on their professional merit.</p>	++		No more suggestions for improvement
<p><b>18. Recognition of mobility experience (Code)</b>  They have already been implemented. The Institute's management encourages mobility. All scientists at IMB keep their permanent positions during a research stay abroad, sometimes even for two years, according to <b>Regulations for the organization of the internal order of the IMB</b> from 27.01.2012.</p>	++		No more suggestions for improvement.

<p><b>19. Recognition of qualifications (Code)</b>  All employees are appointed according to their qualifications. Ministry of Labour and Social Policy adopted a National Classification of Professions and Positions on January 1, 2011. This classification includes names and the codes of all job positions. The President of BAS gives an official ceremony to award diplomas for Ph.D., DSc, assistant professor, associate professor, and professor.</p>	++		No more suggestions for improvement.
<p><b>20. Seniority (Code)</b>  The qualifications required align with the needs of the position at the Institute.</p>	++		No more suggestions for improvement.
<p><b>21. Postdoctoral appointments (Code)</b>  Most scientists holding Ph.D. degrees at the Institute are on permanent positions (assistant professors). Assistant Professors are almost half of the academic staff. Some scientists are appointed as postdocs to temporary positions via the National program <b>Young scientists and Postdoctoral Fellows - 2</b> (Decision of the Council of Ministers No. 206 from April 7, 2022). The advertisements for such positions were posted on the Euraxess platform. Post-docs will also be appointed in the frame of the ERA chair project.</p>	+/-	<p>The postdoctoral position is not defined according to current legislative base in Bulgaria and this gap negatively affects the ability to employ the post-docs at the Institute. Recently, this is starting to change with postdocs being hired as part of specific nationwide programs, which are advertised by the granting agency and the PI (employed by the Institute) with whom the postdoc will work is only asked to confirm his willingness to host the postdoc.</p>	<p>The available postdoctoral positions are only with external funding and specific requirements. The announcements will be published in Bulgarian and English languages. Like the announcements for doctoral students, there will be a description of the proposed scientific topic, the available equipment at the Institute, and the opportunities for scientific and career development.</p>
<p><b>Working Conditions and Social Security</b></p>			

<p><b>22. Recognition of the profession</b> Already implemented</p>	++		No more suggestions for improvement
<p><b>23. Research environment</b> IMB is a well equipped institute. The Institute's microscopy unit is an EuroBioimaging node. All laboratories have the necessary molecular biology equipment and cell culturing facilities. Various experts are available at the Institute: the staff consists of not only biologists but also physicians, chemists, chemical engineers, physicists, and biotechnologists. As a part of the Bulgarian Academy of Sciences, the Institute's employees have easy access to the equipment of other institutes, too. IMB is a partner in National and International projects. The ERA chair project, which started in January 2023, will help develop IMB towards a world-class research excellence.</p>	++		To continue the modernization of the equipment and to increase the number of foreign scientists at the Institute.
<p><b>24. Working conditions</b> At present, it is possible to work from home in certain circumstances. Vacations are significant (at least 35 days for the academic staff) and are not fixed. Paid maternity leave in Bulgaria is two years (The Social Security Code of the Republic of Bulgaria). According to the <b>Regulations for the organization of the internal order of the IMB</b> from 27.01.2012, the Scientific staff of the institute work flexible hours (except for the people working with radioactive substances). Another advantage for the scientists is that they have irregular working hours, which allows them to be flexible in prioritizing professional with personal commitments. Doctoral students at the institute are allowed to work up to 4 hours thus giving young people the opportunity to show responsibility, discipline and ability to managing their time to fulfill professional duties, which in turn develops in young people valuable qualities such as flexibility and adaptability, which are important for their future career.</p>	++		No more suggestions for improvement



<b>25. Stability and permanence of employment</b>	++		No more suggestions for improvement
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<p>Almost all staff of the Institute are appointed to permanent position following the <b>Labor Code</b>.</p>	a		
<p><b>26. Funding and salaries</b>  The salaries at BAS include all social security provisions. Scientists also receive additional payment according to the K2 criteria.  Salaries are updated annually based on the existing national legislation.  Doctoral students are allowed to work up to four hours/day on an employment contract, which stimulates their financial independence. The PhD scholarship amount is periodically increased.</p>	+/-	<p>The salaries at BAS are not attractive. They are relatively low compared to average salaries in Europe. Young scientists often need additional support with scholarships through different national programs or projects. Bulgaria's budgetary subsidies for science are very low- only 0.81% of GDP compared to 2.27% for the EU.</p>	<p>The formation of salaries and social insurance in IMB-BAS is in conformity with the existing national legislation. Increasing the researchers' salaries at all professional career stages is achieved by additional funding from specific projects.  Criteria governing the allocation of Component 2 of the BAS budget, that includes bonuses to individual scientists' salaries, will be openly accessible on the institute's website. This measure is designed to promote transparency and accountability in budget allocation processes, fostering trust and confidence among staff and stakeholders alike</p>
<p><b>27. Gender balance</b>  At the managerial level, there is a good gender balance: the department heads at the Institute are almost equal women (3) and men (4). IMB implements <b>a Plan to promote equality between women and men in the Bulgarian Academy of Sciences</b>: decision of the BAS Management Board, protocol No. 7/24.3.2022. In addition, IMB has adopted its Gender equality plan.</p>	++	<p>There is a difference in the numbers of men and women at the professor (1:5, m:w) and assistant professor (5:15 m:w) levels. However the survey results showed that the research staff is satisfied with this.</p>	

<p><b>28. Career development</b></p> <p>Human resources expert at the Institute provides the necessary information about requirements for all job positions at the Institute. At the BAS level, there is a career center consultant. The Training Center of BAS organizes an annual InfoDay where experts from the center provide information about career opportunities at BAS. These days are very useful for students interested in PhD programs and early career researchers already appointed at BAS.</p> <p>IMB has accreditation for three doctoral programs and has enough senior scientists for supervision. IMB also already started in the frame of ERA chair project courses such as the Bioinformatics course.</p>	+/-	<p>According to the survey, the younger researchers at IMB are unsatisfied with the opportunities to learn and upskill to succeed in their unique career goals. The online courses offered by LinkedIn and other employee learning platforms could provide opportunities to enhance researchers' skills development.</p>	<p>The rules for career development will be available on the IMB website and discussed in annual meetings with newcomers. In connection with accelerating career development, IMB management will pay for online courses available to all scientists wishing to improve their qualifications in the relevant field. Scientists will be able to add the newly acquired knowledge and competences to their attestation card, thus they will be valued more highly.</p>
<p><b>29. Value of mobility</b></p> <p>Early career researchers are highly supported in joining international courses, training, and specializations. Senior scientists help young scientists to apply for scholarships or support their mobility through projects. The Career Center of the Training Center of BAS regularly organizes information webinars for Maria-Sclodowska Curie actions, ERASMUS+, and EURAXESS mobility. Coordinators for each program at the BAS level provide support to all interested staff members.</p>	+/-	<p>Industrial mobility is deficient.</p>	<p>IMB will organize workshops to promote contacts and collaboration between medical and industrial professionals and IMB researchers. This is expected to enhance the intersectoral mobility of IMB staff.</p>
<p><b>30. Access to career advice</b></p> <p>The criteria for the career development of Scientific staff are described in detail in the <b>Rules for implementing the law for the development of the academic staff in Bulgaria at IMB</b> from 28.01.2021. A Career Center at BAS level is also available.</p>	+/-	<p>The younger researchers at IMB need more career advices by the supervisors according to the survey.</p>	<p>The career development opportunities of the researchers at IMB should be introduced to the younger researchers annually by the science secretary of the Institute, and specific opportunities for training courses should be announced on the IMB website.</p>

<p><b>31. Intellectual Property Rights</b></p> <p>There are internal regulations: <b>RULES FOR THE PROTECTION AND MANAGEMENT OF THE OBJECTS OF INTELLECTUAL OWNED BY THE BULGARIAN ACADEMY OF SCIENCES</b> adopted by the Eighth General Assembly of BAS on 18.10.21</p>	<p>++</p>		<p>Periodically informing the researchers on their rights on intellectual property and co-authorship by dedicated seminars.</p>
<p><b>32. Co-authorship</b></p> <p>Co-authorship has been regulated in the Law for Copyright and its Related Rights since 9.06.1993. The principle is observed in the following documents: <b>RULES FOR THE PROTECTION AND MANAGEMENT OF THE OBJECTS OF INTELLECTUAL OWNED BY THE BULGARIAN ACADEMY OF SCIENCES</b> adopted by the Eighth General Assembly of BAS on 18.10.21 and the accepted <b>Code of Ethics (CE) of IMB</b>, from 23.11.2020.</p>	<p>++</p>		<p>Periodically informing the researchers on their rights on intellectual property and co-authorship by dedicated seminars.</p>
<p><b>33. Teaching</b></p> <p>The institutes of BAS are accredited for the training of graduate students. In IMB, Ph.D. students are trained in the 3 accredited programs. Teaching is not the primary obligation for researchers but is a beneficial for their professional development. It is a mandatory component for holding academic positions, taking into account the number of successfully graduated doctoral students. Published educational materials and work with students are assessed. Teaching, including lectures and practical courses, is a component of the attestation of researchers.</p>	<p>++</p>		<p>No more suggestions for improvement</p>

<p><b>34. Complains/ appeals</b></p> <p>Complaints regarding labor relations are regulated by the <b>Labor Code</b>, according to which labor disputes are considered in court. Complaints, disputes, and conflicts that occurred in the process of research activity are addressed and solved by the Scientific Council of IMB.</p> <p>In the <b>Code of Ethics (CE) of IMB</b>, from 23.11.2020, there is a clause on receiving signals from the Commission on Professional Ethics at IMB. In the event of unlawful dismissal, the researchers may turn to the BAS Trade Union for assistance.</p>	<p>++</p>	<p>The researchers at IMB are not fully familiar with the procedure for resolving the conflicts that occurred during the research activity.</p>	<p>The Scientific Council of IMB will evaluate the need for selection of a Monitoring Council regarding labor relations appeals. Alternatively, the appeals can be directed to the Ethics Commission of IMB. Also, improving the psychological climate in the Institute, and preventing potential conflicts, can be achieved by the promotion of joint events. It is planned to organise a workshop on conflict resolution through the ERA chair project.</p>
<p><b>35. Participation in decision-making bodies</b></p> <p>The governing body of the IMB is the General Assembly of the Institute, the Scientific Council, and the Director.</p> <p>Members of the General Assembly who have the right to vote are all scientists holding an academic position or owning a scientific degree.</p> <p>The General Assembly adopts and amends the rules and procedures of the Institute, elects or removes Institute's representatives in the General Assembly of the Academy, adopts scientific and financial reports, discusses programs of the candidates for director and votes to the Director which is then the Board of Directors of BAS. The General Assembly elects the members of the Scientific Council (SC). One young scientist with an academic degree is also part of SC of IMB.</p> <p>The SC is the main body defining the research policy of the Institute. In the SC of IMB as a collective body of scientific leadership take part the majority of the qualified researchers who are elected by the General Assembly of scientists of IMB.</p>	<p>++</p>		<p>No more suggestions for improvement</p>

<b>Training and Development</b>			
<p><b>36. Relation with supervisors</b></p> <p>The training activities for doctoral students are controlled and organized by the Training Center of BAS, according to <b>The Rules for the activity of the Training Center (TC) and The Academic Council (AC) of the BAS, from 23.02.22.</b> PhD students are trained according to an individual plan. Between PhD students and their scientific supervisor are established structured and regular relationship so that doctoral students receive full support from both their supervisor and the other researchers from the Institute in terms of their training. Rights, obligations and relations between the PhD student, scientific supervisor and the Institute are regulated in a tripartite training contract signed by the parties.</p>	++		No more suggestions for improvement
<p><b>37. Supervision and managerial duties</b></p>	+/-	The researchers use a substantial part of their time complying with bureaucratic requirements, such as reports, budgets, and more instead of doing research or supervising.	Appointing additional highly qualified administrative staff to help the scientists with non- scientific work to have more time for research and PhD supervision.

<p><b>38. Continuing Professional Development</b></p> <p>IMB encourages the participation of researchers in scientific forums, fellowships, and training courses. More than <b>400</b> specialized courses, <b>10</b> IT courses, and <b>3</b> language courses are offered to the students within the Doctoral Programme of BAS. They are also available for staff that are not doctoral candidates at a special price.</p>	<p>++</p>		<p>Many additional courses will be available in the frame of the ERA chair project such as Project management, Technology transfer; Financial advising; Writing competitive proposals for EU funding; Procurement practices; Document management and information flow; Advanced molecular and cellular methods and techniques; Annual summer schools for early career researchers; Transferable skills to researchers; Ethical aspects of research work; Innovations and Intellectual Property knowledge. They will be open to all scientists at the Institute.</p>
<p><b>39. Access to research training and continuous development</b></p> <p>One of the main barriers to further education opportunities are limited financial resources of IMB and BAS and insufficient financing of science as a whole in Bulgaria. However, thanks to the ERA chair project the staff of IMB will have the opportunity to join different courses.</p>	<p>++</p>		<p>The institute will cover the participation for online courses from LinkedIn Learning.</p>
<p><b>40. Supervision</b></p> <p>IMB has a clear policy of support and supervision of PhD students and young researchers. Their research ideas and projects are discussed in the lab meetings, they are given clear research and methodological guidelines for their implementation. Every year the progress of the research topics are discussed and the upcoming activities are planned. After completion of a project, each researcher presents his results at a seminar to his colleagues at the Institute, where feedback of the achievements,</p>	<p>++</p>		<p>IMB will encourage all PhD supervisors to take part in course: "<b>Supervision: Learn how to support doctoral candidates by using Supervision models and tools</b>" This is a free online course, developed in the frame of DocEnhance project (<a href="https://docenhance.eu/project-profile/">https://docenhance.eu/project-profile/</a>).</p>

opportunities for development, and future guidelines are proposed.			
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