



RED DE FUNDACIONES GESTORAS  
de la **investigación** del SSPA



**Fisevi**

Fundación para la Gestión de  
la Investigación en Salud  
de Sevilla



HR EXCELLENCE IN RESEARCH

## **HR Excellence in Research Updated Action Plan (March 2025 - March 2028)**

**Case number: 2021ES629342**

### **Context:**

The award of the HRS4R identifies the research institutions and organizations supporting a favourable and boosted work environment.

The HR Excellence in Research Award recognizes research performing organisations that demonstrate a sustained commitment to implementing the 20 principles of the European Charter for Researchers.

The HR Excellence in Research process is long-term commitment based on a voluntary, structured, and periodically audited mechanism, centred on three-year cycles of continuous assessment based on gap analysis and action plans.

The award is granted for a three-year period; after which it must be renewed.

For more information: [HR Excellence in Research award | EURAXESS](#)

**Updated Action Plan:** The actions proposed as part of the 2025-2027 Action Plan have been approved by the Executive board and will enable to fulfil the HR vision and HR Strategic Objectives for the period 2025-2027 in alignment with the European Charter and Code principles. The Updated Action plan is composed of actions in different status (extended, continuous, new) and each action is related to one or several of the 4 Pillar(s)/20 key Principle(s) of the European Charter for Researchers.

## HR Excellence in Research - FISEVI - Revised Action Plan (March 2025 - March 2028)

### Case number: 2021ES629342 - Actions (A)/New Action (NA)



Action Code	Action Description	Indicator(s)/target(s)	Responsible	Numbered Principles	Principles	Timing	Status
A1	To design and organize on a regular basis specific informative short sessions (in particular related to Ethics issues; Data Protection and the respective Internal procedures in force related to those aspects)	T - To keep the project managers and the researchers up-to-date in cross-sectional topics for their daily tasks with at least 4 sessions annually I - Report on the sessions on a yearly basis I - Sessions materials/presentations/slides and evaluation of assistance	UGPI	1 6 9	P1.1 P1.6 P2.1	Q4 2025 Q2 2026 Q4 2026 Q2 2027 Q4 2027	Extended
A2	To organize specific training activities (Contractual and legal requirements; Data protection and confidentiality protection; exploitation; scientific dissemination; external accreditation)	T - Granting the project managers and researches the necessary updated knowledge on the indicated areas with at least 2 sessions annually I - Report on the sessions on a yearly basis I -Sessions materials/presentations/slides and evaluation of assistance	UTT	9 12 15 16	P2.1 P2.4 P3.3 P3.4	Q4 2025 Q1 2026 Q2 2026 Q1 2027 Q3 2027	Extended
A3	To organize Seminars twice a year about Career Development and Mobility of Researchers. The seminars will mainly focus on Marie Skłodowska-Curie Actions, ERC and the main International mobility programs	T - To keep the staff up-to-date on the related HR and mobility calls with 2 seminars every year I - Report on the sessions on a yearly basis I - Sessions presentations/slides I - Updated Career Plan	UGPI	7 18	P4.2 P1.7	Q2 2025 Q2 2026 Q4 2026 Q2 2027 Q4 2027	Continuous Activity
A4	To increase the participation in outreach activities and improve the visibility of results, taken into account that FISEVI is a managing institution and will therefore drive this action with the research centres and hospitals	T - To keep the achieved level of outreach activities from the last HRS4R 2022-2024 period by 2028 I - Number of communication outputs produced annually (e.g. public events, press releases, newsletters, website publications)	UGPI	6 12 16	P1.6 P2.4 P3.4	Q2 2025 Q2 2026 Q4 2026 Q2 2027 Q4 2027	Continuous Activity
A5	To define a plan to include technical staff, predoc and postdocs as observers of FISEVI governing bodies	T - To accomplish with the European Charter for Researchers principles on making more inclusive the decision-making process with the involvement of the researchers by including at least 2 of them in 1 meeting per year I - Plan of participation defined I - Number of meetings of the governing bodies with the researchers participation	G	6 12 16	P3.1	Q1 2027	Extended (former A6)

<b>A6</b>	To update and disseminate the Equality Plan (and improve visibility and dissemination of corporative documents in general)	T - To keep updated the Equality Plan from year 2026 onwards I - Number of dissemination channels used for the updated plan (e-portal, website, and other related) I - The Equality Plan updated for the 2026-2030 period	HR	4 5 13	P1.4 P1.5 P3.1	Q2 2026 Q4 2026 Q2 2027 Q4 2027	Continuous Activity (former A8)
<b>A7</b>	To organize short presentations to introduce FISEVI to new workers	T - To improve communication, presentation of the role of FISEVI to newly hired staff, update on tools and guidelines/procedures in force at FISEVI's I - Presentation/slides (twice a year)	All Dept.	6	P1.6	Q1 2026 Q4 2026 Q12027 Q42027	Extended (former A9)
<b>A8</b>	To update and disseminate FISEVI 's Technology Transfer Plan	T - To count with a set of standardised practices on a Technology Transfer Plan for all the IBiS/FISEVI researchers for their better accomplishment of results by 2027 available for at least 2 years from its approval I - The Technology Transfer Plan I - Dissemination of the Technology Transfer Plan (website, e-portal, social media, etc.)	UGPI	6 12 16	P1.6 P2.4 P3.4	Q2 2027	Extended (former A12)
<b>A9</b>	To define specific Procedures for evaluation addressed to Principal Investigators	T - Providing the principal researchers with a helpful procedure linked to the EU Research Comp skills in order to openly and measurably evaluate applicant candidates I - Guidelines for researchers selection procedures based on the Research Comp	UGPI Y HR	11 19	P2.3 P4.3	Q4 2025	Extended (former A15)
<b>A10</b>	To update FISEVI's Career Plan Support Document	T - Keeping up-to-date the different careers options streamed with the main managing foundations and related recommendations on a yearly basis I - The Career Plan Support updated annually I - Updated plan uploaded to FISEVI's website for the current HRS4R 2025-2027 period	UGPI Y HR	7 10 12 14 18	P1.7 P2.2 P2.4 P3.2 P4.2	Q1 2026 Q1 2027	Continuous Activity (former A13)
<b>A11</b>	To update and disseminate the Projects Management Procedures	T - To keep researchers updated regarding the PM procedures applicable at FISEVI I - Procedure updated and disseminated	UGPI Y HR	9 12	P2.1 P2.4	Q4 2025 Q4 2026 Q4 2027	Continuous Activity (former A18)
<b>A12</b>	To improve the Training Plan, within the possibilities accessible to FISEVI	T - To raise the participation in training courses by 10% annually I - Training Plan offered by FISEVI for years 2025, 2026, and 2027 I -Number of training courses offered and level of participation on a yearly basis	HR	19	P4.3	Q2 2025 Q2 2026 Q2 2027	Continuous Activity (former A20)

<b>A13(N)</b>	To create a new Office for Researchers Talent Attraction	T - To improve the vicinity, internationalization and support to attracting a higher number of excellent Researchers T - Fostering collaboration between the Human Resources and International Projects Management Units to better support the internationalization I - Internal procedures for the management of the newly created talent attraction office I - Minutes of the newly created office meetings	UGPI	7	P1.7	Q1 2026 Q2 2027	New
<b>A14(N)</b>	To improve the visibility and dissemination of the activities performed regarding the HR Excellence for Researchers award	T - To improve the visibility of the HR Excellence for Researchers linked activities by releasing at least 4 "in a nutshell" publications in the website I - "HRS4R in a nutshell" infographic slides/documents I - Number of documents uploaded, disseminated and accessible in the website	G	6 13	P1.6 P3.1	Q2 2026 Q4 2026 Q2 2027 Q4 2027	New
<b>A15(N)</b>	To develop an LGTB plan that contributes to an inclusive research environment	T - To support and sustain a research environment that is inclusive, safe, and supportive of the LGBT researchers and staff, ensuring non-discrimination, and respect for sexual orientation, gender identity and gender expression in line with the European Charter for Researchers principles I - LGTB Plan I-LGTB Plan disseminated both internally and in the website	HR	5	P1.5	Q1 2026	New
<b>A16(N)</b>	To develop and disseminate an informative brochure on good practices on Open Science	T - To keep researchers updated on Open Science good practices I - Dissemination of documents on Open Science I - Elaboration of useful draft documents related to the Data Management Plan and the Communication, Dissemination and Exploitation Plan	UGPI	3	P1.3	Q2 2026 Q2 2027 Q4 2027	New
<b>A17(N)</b>	To develop Informative brochure on the "RM Comp framework" main lines for researchers and the research management staff	T -To facilitate information on RMComp to raise awareness on this framework of competences I - Informative document disseminated (e-portal and researchers database mailing)	UGPI	6 12	P1.6 P2.4	Q4 2026	New
<b>A18(N)</b>	To prepare a report and a monitoring process of researchers' participation in international forums	T - To promote a dynamic and collaborative academic environment and foster Knowledge exchange and Collaboration networks I - Report I - Monitoring process	UGPI	12 19	P2.4 P4.3	Q4 2026 Q4 2027	New
<b>A19(N)</b>	To support the implementation of a on-boarding/mentoring programme for Early-career researchers (R1-R2)	T- To improve the support to IBiS to facilitate the follow-up of career development I - Internal procedures for the management of the newly created talent attraction office I - Minutes of the newly created office meetings I - Onboarding plan available	UGPI	7	P1.7	Q4 2026 Q2 2027	New

<b>A20(N)</b>	To design and deliver an Offboarding Procedure	T - To improve HR procedures and transparency I - Internal procedure published and disseminated	HR	13	P3.1	Q1 2027	New
<b>A21(N)</b>	To define specific guidelines/internal procedures on Data Sharing and Transfer	T- To improve internal procedures on research data sharing, supporting open science practices and GDPR compliance I - Internal procedure / guidelines approved and disseminated	UTT	3 16	P1.3 P3.4	Q4 2026	New
<b>A22(N)</b>	To define professional groups and salary scales (Convenio Colectivo)	T - Improve transparency on the working Conditions, Funding and Salaries I - Convenio Colectivo (Collective Agreement) approved and published	HR	13	P3.1	Q42026	New
<b>A23(N)</b>	To give visibility and promoting women' scientific careers (communication campaign)	T - To foster gender equality and gender balance in research teams I - Social networks publications, mailings	COM	4 12	P1.4 P2.4	Q2 2026 Q4 2026 Q2 2027 Q4 2027	New
<b>A24(N)</b>	To give visibility and promoting Green Good Practices (UN Sustainable Development Goals on September 25th; World Environment Day; European Green Deal)	T - To raise awareness on the key sustainability principles for researchers with special attention to the MSCA Green Charter I - Social networks publications, mailings	COM	8	P1.8	Q2 2026 Q4 2026 Q2 2027 Q4 2027	New
<b>A25(N)</b>	To update and disseminate the OTM-R Policy	T - To update OTM-R Policy and improve Researchers' Assessment, Recruitment and Progression I - OTM-R Policy updated and published	HR	9 10 11 12	P2	Q4 2026 Q4 2027	New