

## Actions

### Proposed ACTIONS

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#### Principles:

- 1. Research freedom
- 2. Ethical principles
- 3. Professional responsibility
- 4. Professional attitude
- 5. Contractual and legal obligations
- 6. Accountability
- 7. Good practice in research
- 8. Dissemination, exploitation of results
- 9. Public engagement
- 10. Non discrimination
- 11. Evaluation/ appraisal systems
- 12. Recruitment
- 13. Recruitment (Code)
- 14. Selection (Code)
- 15. Transparency (Code)
- 16. Judging merit (Code)
- 17. Variations in the chronological order of CVs (Code)
- 18. Recognition of mobility experience (Code)
- 19. Recognition of qualifications (Code)
- 20. Seniority (Code)
- 21. Postdoctoral appointments (Code)
- 22. Recognition of the profession
- 23. Research environment
- 24. Working conditions
- 25. Stability and permanence of employment
- 26. Funding and salaries
- 27. Gender balance
- 28. Career development
- 29. Value of mobility
- 30. Access to career advice
- 31. Intellectual Property Rights
- 32. Co-authorship
- 33. Teaching
- 34. Complains/ appeals
- 35. Participation in decision-making bodies
- 36. Relation with supervisors
- 37. Supervision and managerial duties
- 38. Continuing Professional Development
- 39. Access to research training and continuous development
- 40. Supervision

	GAP Principle(s)	Timing (at least by year's quarter/semester)	Responsible Unit	Indicators/Target(s)	Current Status	Remarks
1.1. Construction of informational package for researchers containing basic information on relevant legislative and institutional rules regarding scientific research, employment and research rights and obligations	2, 3, 4, 5, 6, 7, 26, 38	Continuous	Scientific Council Legal Department Director	Information on relevant legislative and institutional rules posted on intranet and official website and regularly sent to all employees by e-mail	Continuous	<a href="#">Link to website (Documents)</a>
1.2. Continuous informing about relevant topics related to scientific policy of the INANTRO	7, 8	Continuous	Researchers Scientific Council Director	Research related topics discussed at Scientific Council meetings; Institute's annual reports published on official website	Continuous	<a href="#">Link to website (Reports)</a>
1.3. The summaries of the results of current projects will be presented on the INANTRO's website, as well as in Croatian Scientific Bibliography. The contents presented on the website have to reflect practical implications of	7, 8, 23	Continuous	Project Leaders Researchers	Information about projects posted on official website and publications encoded in Croatian Scientific Bibliography	Continuous	<a href="#">Link to website (Projects)</a> <a href="#">Link to IAR's profile in Croatian Scientific Bibliography</a>

the projects' results, as well as the importance of these results for the society.						
1.4. Inventing a plan for a general strategy for promoting INANTRO's work and importance in national and international contexts, with an accent on establishing relations with economy and in the international projects' network.	7, 8	Continuous	Scientific Council Director	Plan for promotion adopted and posted on website Number of news posted online, number of different social media accounts established, increased visibility measured in social media statistics.	Suspended  Continuous	INANTRO's plan was to re-design the website and hire a PR agency. Even though minor changes to website were made in 2021, hiring a PR agency was suspended due to insufficient funds. A plan for adoption a general strategy for promotion was suspended due to lack of staff for implementing it. However, promotion of INANTRO's work is a continuous activity that consists of posting news to website, social media (Facebook, LinkedIn, Twitter, Instagram), INANTRO's profile to different partner search engines, participation at brokerage events, and inclusion in professional associations to improve its international visibility.
1.5. Creating INANTRO's strategy for the period 2020 – 2024. The Strategy will include priorities and objectives of scientific and professional work.	3, 4	December 2019	Scientific Council Director Governing Board	Strategy is created by the working group nominated by the Scientific Council and approved by the Scientific Council, Governing Board and Ministry of Science and Education.	Completed in January 2020	<a href="#">Link to website (Documents)</a>
1.6. Creating INANTRO's Study for scientific activities in scientific area of humanities 2020 – 2024.	1	December 2019	Scientific Council Director		Extended	Even though the process of registration in the scientific area of humanities started in 2018, INANTRO was unable to find suitable reviewers in Croatia for the Study for scientific activities in the scientific area of humanities. Conditions of the registration in a scientific field prescribe that reviewers of the Study are not in the conflict of

						interest, meaning that they did not previously collaborate with INANTRO. Because academic community in Croatia, especially in the field of anthropology, is small, INANTRO was unable to finalize the registration.
2.1. Drafting the Code for Conducting and Implementing Public Calls for Job Vacancies	12, 13, 14	December 2019	Scientific Council Legal Department Governing Board	Code for Conducting and Implementing Public Calls for Job Vacancies drafted but only for internal use, not yet approved by the Union and adopted by the Governing Board.	Extended	The new Branch Collective Agreement for Science and Higher Education signed between the Croatian Government and the Independent Union of Research and Higher Education, regulates the process of recruitment in articles 23 – 25. More specifically, article 25 states that every organization must have a Code for Conducting and Implementing Public Calls for Job Vacancies. This Code is currently in a form of a draft. The Code must be approved by the Union before the organization starts to implement it.
2.2. Sending personalized and more precise explanation to rejected candidates	12, 13, 14, 15	Continuous 2020 onwards	Legal Department		Suspended	INANTRO's staff is not sufficient to make such letters. There is only one lawyer (Head of Department for Human Resources, Legal and General Affairs) working in INANTRO, and members of the selection committees are researchers that would be overburdened with administrative tasks if asked to make such letters while they need to work on research projects.
3.1. Scientific Council will discuss cooperation in Media Anthropology Network, Medical Anthropology Network (European Association of Social	1	Continuous	Researchers Scientific Council	Researchers are free to join any professional association.	Suspended	Even though previous plans stated that Scientific Council discusses joining to professional associations, that practice is no longer existent and researchers can join professional associations of their choice.

Anthropologists), Network of Concerned Anthropologists (NCA), European Virtual Anthropology Network – Society, and other anthropological associations						
3.2. Drafting the Intellectual Property Rights Act	31	December 2019	Legal Department Scientific Council Governing Board Director		Suspended	Guidelines on scientific honesty, respect of authorship, scientific integrity and avoidance of scientific fraud are given in the Code of Ethics of INANTRO. This document also obligates INANTRO to promote ethical standards in these issues. Also, project grant agreements already have these regulations included, so a separate Act would be redundant.
3.3. Inclusion of the Intellectual Property Rights Act in individual employment contracts as annex, specific to funding requirements	5, 31	Continuous 2020 onwards	Legal Department Director		Suspended	Every project has its own specific regulations on intellectual property rights and confidentiality of data, so Management concluded that annexes would be redundant.
3.4. Guidelines for evaluation of fixed-term researchers	11, 25	June 2020 Continuous	Project leaders Mentors Scientific Council Director		Extended	Action 3.4. was modified. Instead of making guidelines for evaluation of fixed-term researchers (assistants and post-docs), INANTRO established a Committee for evaluating assistants and post-doctoral researchers not only in order to offer permanent position to best ones, as previously planned. The task of the new Committee is to monitor the harmonization of progress of assistants and post-docs with the programs of their mentors and to give

						advice and instructions to implement their plans and programs.
3.5. Provide the researchers with an adequate technical equipment	23	January 2020	Director Head of the Centre for Applied Bioanthropology	Four modern equipment laboratories are established	Completed	<a href="#">Link to Centre for Applied Bioanthropology</a>
<b>NEW ACTION (3.6)</b> Establishment of the Committee for assessment of recruitment and promotions	12, 13, 15, 35	2022 Continuous	Scientific Council Director		New	The Committee's task is to assess the needs of new employments and promotions to higher working posts.
<b>NEW ACTION (3.7)</b> Implementation of Gender Equality Plan	10, 27	2021-2023 Continuous	The Committee for creation, implementation and monitoring the Gender Equality Plan Director	Number of implemented Actions of the Plan	New	<a href="#">Link to website (Gender Equality)</a>
<b>NEW ACTION (3.8)</b> Monitor changes in national legislative, and needs and requirements regarding safe work in laboratories and in the fieldwork, and regularly update documents, guidelines, and inform researchers	2, 7, 23, 24	Continuous	Employer's Occupational Safety and Health Officer Director Governing Board	Seven regulations and nine guidelines, as well as evacuation plan, training program and two risk assessments have been written during 2021	New	<a href="#">Link to website (Occupational Safety and Health)</a>
<b>NEW ACTION (3.9)</b> Purchase and renewal of basic office	7, 23, 24	Continuous	Director Governing Board		New	Earthquake damage of INANTRO's building led to generally insufficient funds. Also, purchase of office equipment depends on state and project-based funding which is not yet available or

equipment and improvement of working conditions (office chairs, lights, desks, curtains, air conditioning maintenance, IT solutions)						sufficient to satisfy the needs of the INANTRO staff.
4.1. Intensifying the involvement in European scientific programs and projects, as well as in national and international networking	18, 38, 39	Continuous	Researchers Scientific Council Director	Number of project proposals, funded projects, trainings, etc.	Continuous	Participation in national and international programs, projects and trainings is encouraged with Regulation on Additional Requirements for Recruitment of Researchers.
4.2. Reading/journal clubs	23	September 2019 Continuous	Project leaders Heads of labs Researchers	Number of reading/journal clubs held	Extended	Reading clubs were not established because of the COVID-19 pandemic.
4.3. Organizing internal workshops on scientific methods	28, 37, 38 39, 40	April 2020 Continuous	Project leaders Mentors Scientific Council Director	Number of workshops held	Continuous	Five workshops on statistical methods and analysis were organized. Further organization of internal workshops on scientific methods was suspended because of the COVID-19 pandemic. INANTRO plans to organize more internal workshops in the future.
4.4. Professional training of the administrative staff	28, 38	Continuous	Director	Number of trainings for administrative staff	Continuous	During COVID-19 pandemic, administrative staff participated in online trainings.
<b>NEW ACTION (4.5)</b> Striving to secure more funding for trainings abroad	28, 38, 39	Continuous	Project leaders Heads of labs Director	Number of trainings abroad	New	Because the main obstacle for participating in relevant trainings abroad is funding, INANTRO will strive to secure more funding for trainings abroad.