# **HRS4R GAP Analysis Université Gustave Eiffel- from 11 October 2024 to 11 October 2025**

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| **Version history** |
| **Version** | **Update date** | **Committee** | **Editor** | **Purpose of main changes** | **Approved by** | **Distribution** |
| 1.0 | 31 | VPI VP Equality | Sylvie Chevrier (VPI)Claire Corman (HR Director)Claude Marin-Lamellet (VPI)Caroline Trotot (VP Equality) | Initial version for D3.1 InCITIES | Mirjam Heetkamp (TH Köln) Catarina Ferreira da Silva (ISCTE) | Revised by the European Commission |
| 2.0 | 18/06/2024 | VPI RH | Agnès Jullien (VPI)Claire Dissaux (VPI)Marie Manceaux (HR Director) | Update of initial version, new distribution from +/+ to -/- | Agnès Jullien  |  |
| 3.0 | 21/08/2024 | VPI DSOS  | Agnès Jullien Claire Dissaux Marine MénagerMarie Excoffon-GagnoudCéline RousselotCorinne Brusque (VPRI) | Use of the comitology approach to further develop certain principles | REPCSI | DD&RSDSOSCOPIL Equality |
| 4.0 | 16/10/2024 | VPI HR | Agnès Jullien Claude Marin-LamelletClaire DissauxMarie Manceaux | Proofreading and rewriting before sending for final proofreading before sending to the Steering Committee  |  |  |
| 5.0 | 23/10/2024 | VPI Equality Mission | Agnès Jullien Claire DissauxCaroline Trotot Maëva Ballon Daniella Lopez | Consultation with the Equality Mission to improve the content of certain principles  |  |  |
| 6.0 | 03/04/2025 | CEDIS | David Smajda | Validation of ethical principles (2, 3 and 7) | Agnès Jullien Claude Marin-Lamellet | Steering committee for final opinion (rating +/+ and +/-) |
| 7.0 | 21/05 | Steering Committee | Agnès JullienClaire DissauxSerge PipernoFrédéric MoretMarie Fauque *absent*Nathalie Marillier *absent*Caroline Trotot Sylvie Chevrier *absent* | Addition of items discussed in the action plan, change in notation for several principles |  |  |
| 8.0 | 14/04/2025 | Researchers | Benoit GauvreauFrédérique LarrarteJudicaël PicautFranziska SchmidtPhilippe VezinLise Giorgis-AllemandRobin MaffeisClaude Marin-Lamellet | Researcher positions | Agnès Jullien Claude Marin-Lamellet |  |
| 9.0 | June, july 2025 | SC | Judicaël Picaut Claude Marin-Lamellet | Vocabulary homogenisation throughout the document and with action plan  | Agnès Jullien  | Ready for submission |
| 10.0 | 8 September 2025 | DGSElu COMEVAL | Valérie BaudèrePhilippe Tamagny | Review on the French version and final English version for the EURAXESS platform | Agnès Jullien  | Intranet Eiffel (all committees) |

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| **Comparative table of researchers**  |
| **HRS4R Coding** | **European Commission categories** | **UNI EIFFEL categories** |
| R1 - First-level researcher | Doctoral student, junior researcher | **Doctoral student** recruited by Université Gustave Eiffel, including temporary teaching and research assistants (ATER) doctoral student recruited by Université Gustave Eiffel |
| R2 - Recognised researcher | Postdoctoral researcher, research assistant | **Contractual postdoctoral researcher** or **postdoctoral ATER** recruited by Université Gustave Eiffel |
| R3 - Senior researcher | Assistant professor, principal | **Maitre.sse de Conférence** **(MCF)**: Assistant Professor, recruited by Université Gustave Eiffel**Chargé·e de Recherche du développement durable (CR DD)**: Sustainable Development Research Assistant recruited by the Ministry of Territorial Planning and Ecological Transition via its COMEVAL and then assigned to work at Université Gustave Eiffel**Engineer junior equivalent researcher**: junior Engineer assimilated researcher [CESAAR](https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.ecologie.gouv.fr/sites/default/files/documents/CGDD_Reglement-interieur-CESAAR.pdf&ved=2ahUKEwjLjduM7MCOAxUQNPsDHX4sBbEQFnoECBwQAQ&usg=AOvVaw2eWNHeEo--aBFZ43sm2U7Q) to work at Université Gustave Eiffel |
| R4 - Principal researcher | Tenured professor, scientific director | **Professeur des Universités (PU)**: University Professor, recruited by Université Gustave Eiffel**Directeur de recherche du développement durable (DR DD)**: Sustainable Development Research Director, recruited by the [Ministry of Territorial Planning and Ecological Transition](https://www.ecologie.gouv.fr/) via its COMEVAL and then assigned to Université Gustave Eiffel **Engineer senior equivalent researcher**: senior Engineer assimilated researcher [CESAAR](https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.ecologie.gouv.fr/sites/default/files/documents/CGDD_Reglement-interieur-CESAAR.pdf&ved=2ahUKEwjLjduM7MCOAxUQNPsDHX4sBbEQFnoECBwQAQ&usg=AOvVaw2eWNHeEo--aBFZ43sm2U7Q) to work at Université Gustave Eiffel |

**ABBREVIATION**

* UNI EIFFEL = Université Gustave Eiffel
* ATER = Attaché temporaire d'enseignement et de recherche / temporary teaching and research position
* CA = Conseil d’administration / Adminitrative Council
* CAC = Conseil académique / Academic
* CAPLA = Centre d’actions pédagogiques en Langues / Language Education Center
* CEDIS = Comité d'éthique, de déontologie et d'intégrité scientifique / Ethics, Professional Conduct and Scientific Integrity Committee
* CESAAR= Comité d’évaluation des agents de catégorie A ayant une activité de recherche/ Evaluation Committee for Category A Agents Engaged in Research Activities
* CIPEN = Centre d'Innovation Pédagogique et Numérique / center for educational and digital innovation
* CNU = Conseil National des Universités / National Universities Council
* CNRS = Centre National de la Recherche Scientifique / National Centre for Scientific Research
* COMEVAL = Commission d'évaluation des chercheurs du développement durable / Commission for the Evaluation of Sustainable Development Researchers
* CR DD= Chargé·e de Recherche du développement durable **/** Sustainable Development Research Assistant
* CSI = Comité de suivi individuel / Individual Monitoring Committee
* DAPAC = Direction de l’Appui au Pilotage et à l’amélioration Continue / Directorate support for steering and continuous improvement
* DQM = Département Qualité et Métrologie / Quality and Metrology Department
* DD&RS = Développement durable et Responsabilité Sociétale / Sustainable Development and Corporate Social Responsibility
* DGDAF = Direction Générale Déléguée aux Affaires Financières / Deputy General Manager for Financial Affairs
* DGDRH = Direction Générale des Ressources Humaines / Directorate-General for Human Resources
* DGDSR = Direction Générale Déléguée au Soutien à la Recherche / Deputy Director General for Research Support
* DGS = Direction générale des Services/General Services Directorate
* DSOS = Diffusion des connaissances et ouverture à la société / Knowledge Dissemination and Outreach" department
* DGS = Direction générale des Services/General Services Directorate
* DR DD = Directeur de recherche du développement durable**/**Sustainable Development Research Director
* EP = Plan d’Egalité / Equality Plan
* MESR = Ministère Chargé de l’Enseignement Supérieur et de la Recherche / Ministry of Higher Education and Research
* MCF: Maitre de Conférence / Assistant Professor
* MTE = Ministère de la Transition Ecologique / Ministry for Ecological Transition
* PE= Plan égalité/Equality Plan
* PU= Professeur des Universités / University Professor
* RGPD = Règlement général de protection des données / General Data Protection Regulation
* RSU = Rapport Social Unique / Single Social Report
* VP APP = Vice Présidence Appui aux Politiques Publiques
* VP I = Vice Présidence International
* VP RI  = Vice Présidence Recherche

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| **European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: overview of the gap analysis** |
| Status: to what extent does this organisation comply with the following principles? | Implementation:++ = **fully** implemented +/- =  **almost but not fully implemented** **-/+** =  **partially** implemented -/- = **insufficient**ly implemented | In the case of --, -/+ or +/-, please **indicate the actual gap** between the principle and current practice in your organization Implementation impediments: If relevant, please list any national/regional legislation or organisational regulation currently impeding implementation. | Initiatives undertaken/new proposals: If relevant, please list any initiatives that have already been taken to improve the situation and/or new proposals that could remedy the current situation |
| **Ethical and professional aspects** |
| 1. Research freedom | +/+ |  | * Freedom of research is guaranteed for teacher-researchers, teachers and non-engineering researchers engaged in research activities. Academic freedom is the guarantee of excellence in French higher education and research. It is exercised in accordance with the constitutional principle of the independence of teacher-researchers. [L. 952-2 of the Education Code](https://www.legifrance.gouv.fr/codes/article_lc/LEGIARTI000042813115)
* Teachers, lecturers and researchers enjoy full independence and complete freedom of expression in the exercise of their teaching and research activities, subject to the restrictions imposed on them in accordance with the provisions of this code and the principles of tolerance and objectivity.
* In principle, freedom of research does not apply to engineers engaged in research activities. The research activities of engineers of different statuses (R3-R4) are linked to [Article L952-2 of the Education Code.](https://www.legifrance.gouv.fr/codes/article_lc/LEGIARTI000042813115) However, within Gustave Eiffel University, the Academic Council (CAC) has chosen to vote in favour of a text aimed at guaranteeing academic freedom for all research engineers.
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| Researchers should focus their research on the good of humanity and the expansion of the frontiers of scientific knowledge, while enjoying freedom of thought and expression, as well as the freedom to determine the methods that enable problems to be solved, in accordance with recognised ethical practices and principles. Researchers must nevertheless recognise the limits to this freedom that may arise from particular research circumstances (particularly in terms of supervision, guidance and management) or operational constraints, for example for budgetary or infrastructure reasons or, particularly in the industrial sector, for reasons of intellectual property protection. However, these limitations must not conflict with recognised ethical practices and principles, to which researchers must adhere. |
| 2. Ethical principles | +/- | Since its establishment in January 2025, the **Comité d'éthique, de déontologie et d'intégrité scientifique / Ethics, Professional Conduct and Scientific Integrity Committee (CEDIS)** has focused on the ethical evaluation of research protocols submitted by researchers. However, the committee will gradually adopt a more comprehensive approach by addressing ethical issues raised by University employees or users. To this end, through its opinions, CEDIS will be able to provide ethical guidelines and tools and, eventually, offer training in research ethics and scientific integrity.  | Reference documentation:* [French Charter of Ethics for Research Professions](https://comite-ethique.cnrs.fr/wp-content/uploads/2024/03/Charte-francaise-de-deontologie-des-metiers-de-la-recherche-2015.pdf), signed by Ifsttar (formerly UNI EIFFEL )
* [Charter of Research Ethics Committees of the Federation of Research Ethics Committees](https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.univ-montp3.fr/fr/file/47373/download%3Ftoken%3D5vFJBlvs&ved=2ahUKEwig8NvGw9eMAxXDdaQEHY8pCm4QFnoECA0QAQ&usg=AOvVaw3KS7OCrTS4LgrSO4A7vghs" \o "https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://www.univ-montp3.fr/fr/file/47373/download%3Ftoken%3D5vFJBlvs&ved=2ahUKEwig8NvGw9eMAxXDdaQEHY8pCm4QFnoECA0QAQ&usg=AOvVaw3KS7OCrTS4LgrSO4A7vghs)
* [Declaration of Helsinki - Ethical principles for medical research involving human subjects](https://www.wma.net/policies-post/wma-declaration-of-helsinki/)
* [Guide for members of research ethics committees](https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=0900001680307e6c" \o "https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=0900001680307e6c)
* [European Code of Conduct for Researchers](https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/european-code-of-conduct-for-research-integrity_horizon_en.pdf&ved=2ahUKEwi9jOngxNeMAxVcR6QEHeQpD14QFnoECBUQAQ&usg=AOvVaw0z-MGOLYlmfUXEoCAN4vAU" \o "https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/european-code-of-conduct-for-research-integrity_horizon_en.pdf&ved=2ahUKEwi9jOngxNeMAxVcR6QEHeQpD14QFnoECB)
* Pursuant to [Article L612-7 of the French Education Code](https://www.legifrance.gouv.fr/codes/article_lc/LEGIARTI000042813268), higher education and research institutions shall implement a scientific integrity oath for their doctoral students as part of their thesis defence process.

Initiatives:* The CEDIS, provided for in Article 14 of the University's statutes and intended to take over from the Comité pour les recherches impliquant la personne humaine / Committee for Research Involving Human Subjects (CRPH), has been in operation since 2025 and will remain so until December 2024. The CEDIS may be consulted by the president, the Conseil d’administration / Administrative Council (CA) or the CAC. It may also be consulted by any employee or user of the university, under the conditions set by the CA. The CEDIS may take up any issue it deems useful. Its members are appointed by the President on the recommendation of the CA, after consultation with the CAC. The CEDIS is composed of a mixed panel of experts from different backgrounds representing different themes and disciplinary sensibilities. Applications shall be submitted via a single point of contact (single entry point) at the following address: "[ethique@univ-eiffel.fr"](https://d.docs.live.net/Users/marinlam/Downloads/ethique%40univ-eiffel.fr).
* Since its creation in 2020, UNI EIFFEL has had an **ethics officer** who responds to staff members seeking advice or guidance on integrity, probity, neutrality, secularism, professional secrecy, the independence of researchers, hierarchical obedience, the accumulation of functions or conflicts of interest. This officer can be contacted by any employee or by the University President. He or she has permanent guest status at CEDIS.
* Since its creation in 2020, UNI EIFFEL has also had a **Référent intégrité scientifique / Scientific Integrity Officer** (RIS) to deal with breaches of scientific integrity. He or she participates, alongside the Ethics Officer, in the training of staff dedicated to scientific integrity and ethics. Any breach of scientific integrity can be reported to the RIS by anyone. To deal with a breach of scientific integrity, the SRI acts outside any hierarchy, respecting the protection of the persons involved and the presumption of innocence. He or she has permanent guest status at CEDIS.
* A national **Développement durable et Responsabilité Sociétale / Sustainable Development and Social Responsibility** (DD&RS) label with a roadmap ([Road Map for Label DD&RS](https://mission-ddrs.univ-gustave-eiffel.fr/fileadmin/contributeurs/DDRS/Politique_DD_RS/Schema_Directeur_DD_RS.pdf)) was launched in June 2024 until 2030 (and UNI EIFFEL is committed to promoting and encouraging ethical reflection on the exercise of responsibility in the field of research and innovation).RS) was launched in June 2024 and will run until 2030 (and UNI EIFFEL is committed to *promoting and encouraging ethical reflection on the exercise of responsibility in research and innovation* by 2028 *(see* sub-section Axis 3 - Research and innovation, 3.3 action, level assessed 2/5).
* Un délégué à la protection des données / a Data Protection Officer (DPO) has been appointed since November 2018, when the règlement général de protection des données / General Data Protection Regulation (RGPD) came into force. For any questions or requests involving personal data, the DPO can be contacted at a single address: protectiondesdonnees-dpo@univ-eiffel.fr. All procedures and documents relating to data protection are available on the intranet.
* Gradual implementation of the CEDIS with information for researchers on how it works and its procedures.
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| Researchers must adhere to recognised ethical practices and fundamental ethical principles in their discipline(s), as well as to ethical standards supported by various national, sectoral or institutional codes of ethics. |
| 3. Professional attitude | +/+ |  | * The CEDIS emphasises the following principles of conduct: "Compliance with legislative and regulatory requirements"; "reliability of research work" and "responsibility in collective work", European Code of Conduct for Research Integrity (ESF, ALLEA-2011), European Science Foundation (ESF, ALLEA-2011).
* The contract of objectives, means and performance (COMP) with the MESR (Ministère Chargé de l’Enseignement Supérieur et de la Recherche / Ministry of Higher Education and Research) and the contract of objectives and performance (COP) with MTE (Ministère de la Transition Ecologique / Ministry for Ecological Transition) position part of the research activities on the major societal challenges that the university's missions must address ([source: intranet](https://intranet.univ-eiffel.fr/vue-detaillee/signature-des-contrats-de-luniversite-gustave-eiffel-11230?sword_list%5B0%5D=cop&no_cache=1)).
* "Research work is useful to society": The contract of objectives and performance is signed with the MTE and defines the shared guidelines between UNI EIFFEL and the MTE for addressing the ecological and energy transition of sustainable cities and territories.
* The institution's internal regulations include Article 69 on plagiarism, as well as Articles 9 and 94 on intellectual property and confidentiality.
* An anti-plagiarism application (Compilatio) is available online for teaching and research staff at the university.
* Upon enrolment at UNI EIFFEL, some doctoral schools require doctoral students to sign a non-plagiarism agreement.
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| Researchers make every effort to ensure that their research is useful to society and does not reproduce research carried out elsewhere previously.They avoid any form of plagiarism and respect the principle of intellectual property and joint ownership of data in the case of research carried out in collaboration with one or more thesis/internship supervisors and/or other researchers. The need to validate new observations by showing that experiments are reproducible should not be interpreted as plagiarism, provided that the data to be confirmed are explicitly cited.Researchers shall ensure that, in the event of delegating any aspect of their work, the delegatee has the necessary competence. |
| 4. Professional conduct | +/- | The procedures that existed at Ifsttar (now UNI EIFFEL) in accordance with ISO 9001, allowed for the detailed description of the project assembly and validation/signature process, in particular. These procedures must be detailed again and made available to project assemblers.  | * Research is carried out within a contractual framework (doctoral contract, internship agreement, research contract, research collaboration, etc.), defining the conditions for carrying out the research and, in particular, the conditions under which the deadlines for a research project may be changed. All stakeholders are then consulted or informed. In the case of research funded from own resources, it is carried out following internal calls for projects (Bonus Qualité Recherche / Research Quality Bonus (BQR), incentive actions “Research” (AIR) and "International" (AII) and is subject to specific internal monitoring.
* Research carried out within the university's research units is subject to an internal review by the unit director who verifies the availability of resources (human, material, financial) and its compatibility with the scientific strategy of the department and the university.
* The progress of research carried out as part of a doctoral programme is monitored by the Comité de Suivi Individuel / Individual Monitoring Committee ([Decree of 26 August 2022](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000046228965)). This ensures that the deadlines for the thesis defence are met.
* The reorganisation of services within the Direction Générale des Services / General Services Directorate (DGS) is currently underway, in particular the establishment of the AMAP (Aide au Montage et à l'Accompagnement des Projets / Project Assistance and Support, a cross-functional service within the DGS), which should provide an organisation and validation and signature procedures dedicated to monitoring applications (contracts) to external funding bodies ([link](https://intranet.univ-eiffel.fr/organisation-et-gouvernance/direction-generale-des-services-dgs/aide-au-montage-et-a-laccompagnement-des-projets)).
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| Researchers should be familiar with the strategic objectives governing their research environment and the funding mechanisms, and should request all necessary authorisations before commencing their research work or accessing the resources provided. They should inform their employers or their thesis/internship supervisor when their research project is delayed, redefined or completed, or notify them if their project needs to be completed more quickly or suspended for any reason. |
| 5. Contractual and legal obligations | +/+ |  | * All staff have received the internal regulations, which is the reference document that came into force on 1 January 2024 (CAC deliberation No. CAC-23-1130-02 of 30 November 2023 and CA deliberation No. CA-23-1214-02 of 14 December 2023). They are available to all staff on the intranet. The internal regulations were presented to staff during their induction (welcome for new arrivals), through regular communications and information webinars. New arrivals must sign the university charter upon arrival at the university.
* The statutes governing researchers and teacher-researchers, as well as the employment contracts of researchers and teacher-researchers on contract, define the working and training conditions, as well as the requirements in terms of intellectual property.
* A [intranet page](file:///C%3A%5CUsers%5Cpicaut%5CDownloads%5C-%09https%3A%5Cintranet.univ-eiffel.fr%5Cluniversite%5Cpartenariats%5Ctransfert-technologique-et-entrepreneuriat%5Coutils-de-la-propriete-intellectuelle%3Fsword_list%5B0%5D%3DBrevet%26no_cache%3D1) provides further information on intellectual property, particularly in relation to technology transfer
* With regard to the publication of research results, the university's Scientific and Technical Information Service provides training on the conditions for Open Access publication, in accordance with the intellectual property requirements between researchers, the university and publishers ([link](file:///C%3A%5CUsers%5Cpicaut%5CDownloads%5C-%09https%3A%5Cintranet.univ-eiffel.fr%5Crecherche%5Cscience-ouverte%5Cpublications-scientifiques%5Clopen-access%3Fsword_list%5B0%5D%3Dopen%26sword_list%5B1%5D%3Daccess%26no_cache%3D1)).
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| Researchers at all levels must be aware of national, sectoral or institutional regulations governing training and/or working conditions. This includes intellectual property rights regulations and the requirements and conditions of any sponsor, regardless of the nature of their contract. Researchers adhere to these regulations by providing the required results (e.g. thesis, publications, patents, reports, new product development, etc.) as stipulated in the terms of the contract or equivalent document. |
| 6. Accountability | +/+ |  | * The CAC reviews and validates the selection process and distribution of funds for research, education and international activities that are awarded to academic staff to support their individual and collaborative activities. Multi-year activities require an annual report to the CAC in order to proceed with a new request for funding.
* Market-oriented training is also offered to all relevant staff: Internal information and training on public procurement, Legal monitoring of public procurement, Advising research units on their purchasing procedures.
* In terms of financial management, the procedures and controls put in place within the university ensure the proper use of funds and compliance with expenditure. In addition, the budget is discussed and approved by various university bodies.
* The university reserves the right to review calls for research proposals to which researchers respond, as well as calls for proposals in which their responsibilities (ethical, financial, etc.) are outlined. Researchers are normally informed that any contract engages the responsibility of the university and that, for this reason, only authorised persons may sign such contracts (by delegation of signature). See also criterion "4. Professional conduct".
* Where possible, the university promotes Open Data ([intranet link](https://intranet.univ-eiffel.fr/recherche/science-ouverte/donnees-de-la-recherche/diffuser-ses-donnees?sword_list%5B0%5D=entrepot&no_cache=1)) and Open Access ([intranet link](https://intranet.univ-eiffel.fr/recherche/science-ouverte/publications-scientifiques/lopen-access?sword_list%5B0%5D=open&sword_list%5B1%5D=science&no_cache=1)), which ensures the long-term openness and accessibility of data and processing methods ([data verse](https://entrepot.recherche.data.gouv.fr/dataverse/univ-gustave-eiffel)).
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| Researchers must be aware that they are accountable to their employers or other related public or private bodies and are also accountable, on more ethical grounds, to society as a whole. In particular, researchers funded by public funds are also responsible for the effective use of taxpayers' money. Consequently, they should adhere to the principles of sound, transparent and efficient financial management and cooperate in any audit of their research by authorised persons, whether undertaken by their employers or by ethics committees.Data collection and analysis methods, results and, where appropriate, details of the data should be accessible for internal and external review, whenever necessary and at the request of the competent authorities. |
| 7. Good practices in research  | +/+ |  | **Health and safety*** Chapter 3 of the UNI EIFFEL Internal Regulations is entirely dedicated to compliance with health and safety rules at work. More generally, the university applies the legislation on occupational risk assessment.
* All new arrivals are informed of the risks relating to safety at work (health and safety information sheet). Des Correspondants Sécurité Prévention / Health and safety officers (CoSP) are present in each research unit. Training courses on occupational risk prevention are offered to staff who wish to attend.
* Regular update of the unique document for risks assessment
* Prevention plans are implemented during experiments, particularly outside the campuses. The PULSE platform enables occupational risk assessment for each unit ([Decree No. 2001-1016 of 5 November 2001](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000000408526)).
* See the intranet page "[Organisation of prevention](https://intranet.univ-eiffel.fr/luniversite/prevention-sante-securite-au-travail/organisation-de-la-prevention)".

**Data protection*** The RGPD is mandatory; regular webinars are organised each year to raise awareness and support the research community in complying with the RGPD. A [Data Protection Officer (DPO)](https://intranet.univ-eiffel.fr/luniversite/protection-des-donnees-personnelles-rgpd/la-deleguee-a-la-protection-des-donnees-dpd/dpo) has been appointed since November 2018, when the RGPD came into force. The DPO can be contacted at a single email address for any questions or requests involving personal data. All procedures and documents relating to data protection are available on [the intranet.](https://intranet.univ-eiffel.fr/luniversite/protection-des-donnees-personnelles-rgpd?sword_list%5B0%5D=rgpd&no_cache=1)
* The university recommends the implementation of a data management plan ([intranet link](https://intranet.univ-eiffel.fr/recherche/science-ouverte/donnees-de-la-recherche/gerer-ses-donnees?sword_list%5B0%5D=pgd&no_cache=1)) and archiving plan ([Préservation et Archivage Numérique des DOnnées de la REcherche (PANDORE)](https://intranet.univ-eiffel.fr/informatique/preservation-et-archivage-numerique-des-donnees-de-la-recherche-pandore), which ensures the long-term preservation of the data collected and associated information. Secure archiving of digital data is organised by promoting [the use warehouses](https://intranet.univ-eiffel.fr/recherche/science-ouverte/donnees-de-la-recherche/diffuser-ses-donnees?sword_list%5B0%5D=entrepot&no_cache=1) of data and archives ([PANDORE](https://intranet.univ-eiffel.fr/informatique/preservation-et-archivage-numerique-des-donnees-de-la-recherche-pandore)), [Archiving of scientific literature through the HAL open archive](https://univ-eiffel.hal.science/) to disseminate research results since 2022 and source code distribution platforms ( [Gitlab; Github](https://intranet.univ-eiffel.fr/informatique/informatique-scientifique/forge-logicielle-gitlab-github?sword_list%5B0%5D=github&no_cache=1)).
* Experimental research activities involving human participants must follow specific rules by submitting a request to the CEDIS (see principle 2 – Ethics). Research protocols are reviewed by the committee according to the ethical principle of participant consent and using the risk/benefit ratio, among other criteria.
* Validation by the university's legal experts is carried out for each contract, whether with private companies, for PhDs, EU grant agreements and other national agreements, as well as the validation of dedicated international articles in MoUs (Memorandum of Understanding) and LIAs (International Associate Laboratory).
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| Researchers should at all times adopt safe working methods that comply with national legislation, and in particular take the necessary precautions to ensure health and safety and to overcome the consequences of disasters related to information technology, for example by establishing appropriate backup strategies. They should also be aware of the applicable national legal requirements regarding data protection and confidentiality and take the necessary steps to comply with them at all times. |
| 8. Dissemination, exploitation of results | +/+ |  | Several texts describe the principles to be followed:* + Article 2 of Appendix 2 of [Decree No. 2019-1360 of 13 December 2019 establishing UNI EIFFEL](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000039508816) specifies the institution's missions and powers, in particular: "promoting the results and products of research through innovation and transfer";
	+ [Article L112-1 of the Research Code](https://www.legifrance.gouv.fr/codes/article_lc/LEGIARTI000042813282) defines the fundamental objectives of public research and mentions the "promotion of research results for the benefit of society, based on innovation and technology transfer".
* UNI EIFFEL's Diffusion des connaissances et ouverture à la société / "Knowledge Dissemination and Outreach" department (DSOS renamed PSST) is dedicated to communication with the public, and in particular to coordinating the UNI EIFFEL Data Workshop. This label is awarded by the MESR and provides specific support to research teams in the management and opening up of research data and software: legal support, data storage, data protection, software development, sharing and opening up of data and software, and promotion and archiving. A training component is included in the services offered.
* The Transfert Technologique et Entrepreneuriat  / Technology Transfer and Entrepreneurship service is responsible for standardisation, networking of public institutions, economic development, intellectual property, licensing and product maturation.
* [The DD&RS roadmap](https://mission-ddrs.univ-gustave-eiffel.fr/fileadmin/contributeurs/DDRS/Politique_DD_RS/Schema_Directeur_DD_RS.pdf) is committed to "Developing and promoting interactions between science and society to meet the challenges of DD&RS" (objective 2 of axis 3 "Capitalising on research results on topics related to DD&RS and informing controversies") by 2028.
 |
| All researchers should ensure, in accordance with their contractual provisions, that the results of their research are disseminated and exploited, for example by being communicated, transferred to other research organisations or, where appropriate, commercialised. Experienced researchers, in particular, should play a leading role in ensuring that research bears fruit and that the results are commercially exploited or made available to the public (or both) whenever the opportunity arises. |
| 9. Public engagement | +/+ |  | * UNI EIFFEL follows the MESR's [open science](https://www.ouvrirlascience.fr/home/) recommendations on the "science with and for society" dimension, which stem from the [French research programming law](https://www.enseignementsup-recherche.gouv.fr/fr/science-avec-et-pour-la-societe-les-mesures-issues-de-la-lpr-49218).
* UNI EIFFEL participates in science festivals and various regular events for the general public (e.g. "Nuit blanche des chercheurs" - Researchers' Night) and organises open days to present the work of its laboratories on campus.
* UNI EIFFEL coordinates and supports research teams in the fields of scientific and technical culture and participatory science and research. These initiatives are promoted on the [Reflexscience web portal](https://reflexscience.univ-gustave-eiffel.fr/) for the dissemination and co-construction of knowledge, which offers multimedia content, workshops and educational resources (12,500 visitors in the period 2023/2024).
* UNI EIFFEL's DSOS (renamed PSST) department is dedicated to communication with citizens. The DSOS works actively with local partners, The Conversation France, the Club de la Charte d'ouverture à la société (Charter for Openness to Society Club) and the Science et Société alliance ([see full list](https://www.univ-gustave-eiffel.fr/en/research/open-science/science-with-and-for-society)).
* [The DD&RS roadmap](https://mission-ddrs.univ-gustave-eiffel.fr/fileadmin/contributeurs/DDRS/Politique_DD_RS/Schema_Directeur_DD_RS.pdf) is committed to "Developing and promoting interactions between science and society to meet the challenges of DD&RS" (objective 2 of axis 3 "Capitalising on research results on topics related to DD&RS and shedding light on controversies") by 2028.
* UNI EIFFEL promotes citizen involvement in its research ([link](https://intranet.univ-eiffel.fr/recherche/recherches-participatives?sword_list%5B0%5D=participatif&no_cache=1)).
 |
| Researchers should ensure that their research activities are brought to the attention of society as a whole in such a way that they can be understood by non-specialists, thereby improving society's understanding of science. Direct engagement with the general public will help researchers to better understand society's interest in science and technology priorities, as well as its concerns. |
| 10. Non discrimination | +/- | Recruitment panels should add non-discrimination rules to their internal codes of practice and indicate how these rules are applied. For example, the composition of the panels of the Commission d'évaluation des chercheurs du développement durable / Commission for the Evaluation of Sustainable Development Researchers (COMEVAL) should better integrate women for researcher recruitment (R3, R4). | * National measures constitute the legal framework. The DGDRH (Direction Générale des Ressources Humaines / Directorate-General for Human Resources) helps to guard against bad practices, in accordance with the law. Although it is difficult to measure discrimination in our researcher recruitment procedures, due to national competitive examination procedures, we assume that discrimination exists.
* Between 2019 and 2022, 13% of staff attended at least one awareness-raising session on equality or understanding gender-based or sexual violence. Forty-six sessions were organised, most of them half-day, attended by more than 500 trainees. Since 2019, one in four female staff members has participated in at least one session, compared to 12% of male staff members.
* UNI EIFFEL Internal Regulations: Combating discrimination: Article 8.
* As an extension of [the 2021-2023 Equality Plan](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Plan/PLAN_POUR_L_EGALITE_EN_avec_annexes.pdf), the new [Equality Plan 2024-2026](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Plan/Plan_EFH_2024-2026_EN_vd.pdf) (translated into French and English) aims to work towards the implementation of the necessary measures to promote a policy of professional equality between women and men and, more broadly, to develop a culture of equality that prevents all forms of discrimination against its staff and the public it serves.
* Equality "watchdogs" are individuals identified within the various units and services who work with the equality mission to promote a culture of equality within the institution. They can be contacted with any questions or problems. By 2024, there will be a network of 80 equality watchdogs in all teaching and research units and services. ([link](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fmission-egalite.univ-gustave-eiffel.fr%2Ffileadmin%2Fcontributeurs%2FMission-egalite%2FNote_Sentinelles_Universite_Gustave_Eiffel_V4_01.docx&wdOrigin=BROWSELINK" \o "https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fmission-egalite.univ-gustave-eiffel.fr%2Ffileadmin%2Fcontributeurs%2FMission-egalite%2FNote_Sentinelles_Universite_Gustave_Eiffel_V4_01.docx&wdOrigin=BROWSELINK))
* A website dedicated to the Equality Mission contains a range of information, procedures and documents ([link)](https://mission-egalite.univ-gustave-eiffel.fr/):
	+ Charter against discrimination and harassment at UNI EIFFEL ([link](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fmission-egalite.univ-gustave-eiffel.fr%2Ffileadmin%2Fcontributeurs%2FMission-egalite%2FCharte_de_lutte_contre_les_discriminations_et_le_harcelement_a_l.docx&wdOrigin=BROWSELINK))
	+ Evaluation of the 2021-2023 equality plan on the various campuses ([link](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fmission-egalite.univ-gustave-eiffel.fr%2Ffileadmin%2Fcontributeurs%2FMission-egalite%2FBilan_plan_CA_2023_pres_vd.pptx&wdOrigin=BROWSELINK))
	+ A guide to good practices in inclusive communication in French has been written and published online ([link)](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Guide_langage_egalitaire_07_10_2021.pdf)
	+ Individual cases of violence and discrimination are reported to the reporting system with an English translation. A new system has been extended to all university staff and users and covers all forms of violence and harassment ([link)](https://mission-egalite.univ-gustave-eiffel.fr/dispositif-de-signalement/dispositif-de-signalement).
* In February 2022, UNI EIFFEL created a National Observatory for Equality and the Fight against Discrimination in Higher Education (ONDES) to conduct research on equality and promote best practices. Reports are published online ([link](https://ondes.univ-gustave-eiffel.fr/en/publications)).
* A budget of 50 000 euros has been allocated to organise training sessions for staff on discrimination and gender-based and sexual violence throughout the year:
	+ Awareness-raising on gender-based and sexual violence with a 90-minute webinar for all new arrivals (January 2024);
	+ For new staff, an individual letter has been sent by the President indicating the dates of the training sessions according to the training 2024-2026 plan.
	+ Open and targeted training is planned for certain groups: members of the disciplinary committee, members of the listening unit, thesis supervisors, DGS supervisors, etc.
* Memorandum of understanding on professional equality between women and men at the National Institute for Geographic and Forest Information (IGN).
* As part of the European In-Cities project, an Equality, Diversity and Inclusion Plan was signed in June 2024 ([link](https://incities.eu/incities-equality-diversity-and-inclusion-plan/))
 |
| Researchers' employers do not discriminate between researchers on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic status. |
| 11. Evaluation/ appraisal systems | +/- | Assessment methods must be considered for contract research staff (R2). | * Researchers, associate professors, professors (R3-R4): evaluation is carried out by an external ministerial body (COMEVAL) or by the [Conseil National des Universités / National Council of Universities](https://conseil-national-des-universites.fr/cnu/#/) (CNU), which enable the regular qualitative and quantitative evaluation of researchers' activities.
	+ COMEVAL alternates between a "light" and a "heavy" evaluation for researchers every two years and every four years (career monitoring for associate professors) and is also responsible for reviewing applications for tenure for trainee researchers and promotions within the various bodies. It is not mandatory for teacher-researchers. The evaluation is generally carried out by means of a comprehensive scientific activity report presented by the researcher (assessment, prospects, scientific production indicators, etc.), supplemented by a hierarchical opinion (N+1) and an institutional opinion (N+2).
	+ The CNU is a national body governed by [Decree No. 92-70 of 16 January 1992](http://www.legifrance.gouv.fr/affichTexte.do?cidTexte=JORFTEXT000000344860&fastPos=1&fastReqId=312572348&categorieLien=cid&oldAction=rechTexte). It rules on individual measures relating to the qualification, recruitment and career of university professors and lecturers governed by [Decree No. 84-431 of 6 June 1984](http://www.legifrance.gouv.fr/affichTexte.do?cidTexte=JORFTEXT000000520453&fastPos=1&fastReqId=1002008760&categorieLien=cid&oldAction=rechTexte) laying down the common statutory provisions applicable:
* Some engineers ([ITPE](https://recrutement.ecologie.gouv.fr/concours/ingenieur-e-travaux-publics-letat-itpe-concours-externe-titres), [IPEF](https://recrutement.ecologie.gouv.fr/ingenieurs-ponts-eaux-forets-ipef)), with a doctorate , called Engineer assimilated researchers are counted as researchers, and are evaluated according to the same principles as researchers by a specific commission (CESAAR).
* UNI EIFFEL has joined the [CoARA](https://coara.eu/) (Coalition for Advancing Research Assessment), supported by the EUA (European University Association) to improve its practices within the EU. [The CoARAaction plan](https://www.eua.eu/publications/briefings/european-university-association-coara-action-plan-2023-2027.html?highlight=WyJjb2FyYSJd)  2023-2027 outlines the association's main activities.
* Postdoctoral researchers (R2): after 12 months of service, interview under ESTEVE, including for contract staff.
 |
| Employers should introduce evaluation systems for all researchers, including experienced researchers, so that their professional performance is assessed regularly and transparently by an independent committee (preferably international in the case of experienced researchers). These evaluation procedures should take due account of their overall creativity in research and their research results, for example: publications, patents, research management, teaching and conferences, supervision, mentoring, national or international collaboration, administrative tasks, public awareness activities and mobility, and should be taken into consideration in the context of career advancement. |
| **Recruitment and selection** |
| 12. Recruitment | +/- | * Disability is not mentioned in COMEVAL's internal regulations, a point that is not necessarily communicated.
* There is still room for improvement in the recruitment of women. The 2024-2026 equality plan (available [here)](https://mission-egalite.univ-gustave-eiffel.fr/agir-ensemble-pour-legalite/nos-engagements-et-nos-actions) will continue to work on improving recruitment procedures in line with Axis 1 "Assess, prevent and address pay gaps" and Axis 2 "Ensure equal access for women and men to bodies, employment frameworks, grades and jobs in the civil service".
* Some researchers are recruited by the MTE through an *ad hoc* committee (COMEVAL); the university is involved but does not make the final decision. Selection panels are not always gender-balanced, which should be improved in the future. The ministry responsible for recruitment is aware of the issues at stake and the procedures to be implemented to ensure that recruitment runs smoothly.
 | * Legal obligations of non-discrimination (General Civil Service Code – Book I): the **quality of applications** prevails: equal treatment in terms of the quality of the profile, with no of age, religion or variations in CVs; criteria such as experience, maternity/paternity leave or other factors to be taken into account if specified in the application.
* COMEVAL is aware of disability issues. It also takes into account breaks in employment when considering the actual length of service for the recruitment of researchers.
* Each year, the university participates in a MESR initiative to fund doctoral contracts for people with disabilities (this funding is generally shared, with one university grant and one MESR doctoral contract for two successful applicants). Each year, between one and two doctoral contracts for people with disabilities are awarded.
* In order to avoid any type of discrimination in recruitment, the selection panels are informed in advance that advice is available on [the Recruitment tab](https://mission-egalite.univ-gustave-eiffel.fr/ressources/recrutement/) of the UNI EIFFEL equality mission website and on the intranet, with documents (brochure and videos) for the selection committees for teacher-researchers. They are also informed *via* a mailing list, newsletters and during presentations by the equality mission.
* UNI EIFFEL is not the operator of the CR DD (Chargé.e de Recherche du Développement Durable / Sustainable Development Research Assistant, R3)/ DR DD (Directeur de Recherche du Développement Durable / Sustainable Development Research Director, R4), competitions, only users. The final ranking is submitted to the university, which may, if necessary, give its opinion to the admissions panel.
 |
| Employers should ensure that entry and admission standards for researchers are clearly specified, particularly at the beginning of their careers, and should also facilitate access for disadvantaged groups or researchers returning to a research career, including teachers (at all levels) returning to a research career. Employers should adhere to the principles set out in the code of conduct for the recruitment of researchers when appointing or recruiting researchers.  |
| 13. Recruitment (Code) | +/- | * The multiplicity of recruitment sources, with specific procedures and tools (ED platform, UNI EIFFEL Job Campaign platform, BEETWEEN platform, MESR and MTE platforms, the university's [recruitment website](https://recrutement.univ-gustave-eiffel.fr/)), and the dissemination of positions open to competition makes the process confusing and can lead to interference. Recruitment procedures must be clearly defined according to the nature of the positions.
* Recruitment of sustainable development researchers: recruitment management entirely handled by MTE, with implementation often questionable (late distribution of job descriptions, regular technical problems, unresponsive contacts)
 | * In 2023, the "Charte de gestion des personnels contractuels” / “Charter for the Management of Contractual Staff" was adopted and implemented following deliberation No. CA-23-1019-06. It establishes a clear and transparent management framework that offers these staff members career prospects and opportunities for salary increases.
* [French Decree 2021-1450](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000044293306) sets out the conditions for recruiting postdoctoral researchers, the conditions under which they perform their duties and the support measures available to them. In practice, postdoctoral researchers are recruited on "researcher" contracts.
* MCF (assistant Professor) and PU (University Professor) : there is a validation of positions by university authorities, registration of these recruitments in national campaigns conducted by the relevant ministry (MESR), with a call for applications published nationally and a one-month application deadline. The composition and functioning of selection committees are highly regulated in order to guarantee equal treatment of candidates and avoid any conflict of interest.
* The recent rollout of the BEETWEEN tool for the digitisation of the recruitment process should help improve the recruitment process for certain researchers.
* Contract doctoral students: similar recruitment procedures are applied across all our campuses, but **are managed by the doctoral schools** on behalf of the university for certain doctoral schools. If necessary, it will be useful to check with the doctoral schools that the recruitment procedures comply with the university's requirements.
* Sustainable development researchers (CR DD / DR DD): procedure specific to MTE.
 |
| Employers should establish open, effective, transparent, supportive and internationally comparable recruitment procedures that are appropriate to the types of positions advertised.Advertisements should provide a comprehensive description of the knowledge and skills required and should not be so specialised as to discourage eligible candidates. Employers should include a description of working conditions and rights, including career development prospects. In addition, the time between the publication of the job advertisement or call for applications and the deadline for responses must be realistic. |
| 14. Selection (Code) | -/+ | The rules governing the composition of selection boards should be better identified and applied. | Initiatives already implemented:* [Equality Plan 2024-2026](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Plan/Plan_EFH_UGE_2024-2026_vd.pdf): Recruitment
* Application of [Decree No. 2013-908 of 10 October 2013](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000028056664) on the procedures for appointing members of juries and selection bodies for the recruitment, advancement or internal promotion of civil servants in the State civil service, local civil service and hospital civil service
* Document describing the principles to be applied by selection committees for teacher-researchers, available on the intranet
 |
| Selection committees should bring together a range of expertise and skills, reflect an appropriate gender balance and, where necessary and possible, include members from different sectors (public and private) and disciplines, including from other countries, with the appropriate experience to assess the candidate. Where possible, a wide range of selection practices should be used, such as evaluation by external experts and one-to-one interviews. Members of selection committees should be adequately trained. |
| 15. Transparency (Code) | +/- | * The university does not have control over all recruitment processes, particularly those concerning CD DD and DR DD, which are managed by the MTE.
* Overall, efforts should be made to improve the dissemination of information on recruitment processes, regardless of status.
* Information could also be posted on the relevant COMEVAL web pages on the website managed by the MTE.
* Multiple recruitment sources, with specific procedures and tools
 | Initiatives already implemented:* **R1-R4**: align with the [2024-2026 Equality Plan](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Plan/Plan_EFH_UGE_2024-2026_vd.pdf) (Measures 2.1 and Measures 2.2)
* The recruiter informs candidates of the recruitment conditions, but this is done for each type of recruitment and on different externally managed websites
* As part of [the equality, diversity and inclusion plan](https://incities.eu/incities-equality-diversity-and-inclusion-plan/) InCities project's, "we commit to **publishing the** results of monitoring in the respective institutional documents (e.g. the university's annual report, website) and to discussing them annually at the highest level of the organisations".
 |
| Candidates should be informed, prior to selection, of the recruitment process and selection criteria, the number of positions available and career development prospects. At the end of the selection process, they should also be informed of the strengths and weaknesses of their application. |
| 16. Judging merit (Code) | +/+ |  | * Anonymous CVs are sometimes used for recruiting PhD students in specific programmes (e.g. [MSCA COFUND Clear-doc](https://clear-doc.univ-gustave-eiffel.fr/)).
* COMEVAL: The selection criteria for juries are clear and available to jury members via the guide. Some job profiles are not precise but have been presented to COMEVAL. For each competition, the section interviews all the candidates selected for the interview for the position to be filled, in an identical format. It submits a summary report to the chair of the committee, which includes an assessment of the applications and information from the interviews with the candidates (from the document "COMEVAL-Guide et référentiels recrutements" / “COMEVAL Guide and recruitment guidelines”).
* CNU: The CNU sections have their own dedicated space with a standard "activity report and documents" file in which the minutes of the recruitment sessions are posted, some of which deal with recommendations for the preparation of applications.
* For COMEVAL and CNU, the template for the scientific activity report to be provided regularly by researchers and teacher-researchers includes certain elements of principle 16 or even more, for example: academic bibliometrics, related publications, supervision of theses and post-docs, project management, research coordination, national and international responsibilities, participation in scientific networks, promotion, patents, awareness-raising and popularisation, etc.
 |
| The selection process should take into account all of the experience (1) acquired by candidates. While focusing on their overall potential as researchers, it should also take into account their creativity and degree of independence.This means that merit should be judged on both a qualitative and quantitative basis, with an emphasis on outstanding achievements in a diverse professional career and not solely on the number of publications. Consequently, the importance of bibliometric indicators should be properly weighted within a broader range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, research management, innovation and public outreach activities. For candidates from industry, particular attention should be paid to any contribution to patents, development activities or inventions. |
| 17. Variations in the chronological order of CV (Code) | +/+ |  | * Chronological variations may be due to pregnancy and maternity leave or medical or personal leave. Taking these into account is illegal according to the [annual activity report](https://www.defenseurdesdroits.fr/rapport-annuel-dactivite-2023-596) of the Defender of Rights.
* The attention of the selection panels and the evaluation committee is drawn to the importance of taking into account the diversity of candidates' experience. Training on gender bias is provided by the university.
* All professional experience as detailed in candidates' CVs is taken into account in the assessment of candidates.
* Career breaks or variations in the chronological order of CVs and intersectoral mobility are not penalised, but are considered as career development and, therefore, as a potentially valuable contribution to the professional development of university employees towards a multidimensional career path ([Plan for Equality, Diversity and Inclusion](https://incities.eu/incities-equality-diversity-and-inclusion-plan/) - InCities project).
 |
| Career breaks or variations in the chronological order of CVs should not be penalised but considered as career development and therefore as a potentially valuable contribution to the professional development of researchers towards a multidimensional career path. Candidates should therefore be allowed to submit evidence-based CVs reflecting a representative set of achievements and qualifications appropriate for the position applied for. |
| 18. Recognition of mobility experience (Code) | +/+ |  | * Although outgoing mobility for R3 and R4 researchers is already possible for up to one year with full salary thanks to dedicated mobility funds that can be awarded by the CAC, mobility contracts/agreements should be systematically drawn up to provide a framework for mobility and ensure that all conditions are in place for a successful experience with valuable scientific output, namely co-publication. The university promotes the mobility of doctoral students and foreign researchers through its own funding ([link)](https://www.univ-gustave-eiffel.fr/international/accueillir-les-doctorants-et-les-chercheurs).
* The issue of taking mobility into account in careers is a catalyst and enhances attractiveness. In the COMEVAL and CNU guidelines for the evaluation and promotion of researchers, geographical and thematic mobility can be indicated under several headings: previous experience, international collaboration, thematic mobility, as well as previous experience in the private sector.
* Doctoral students (R1): In addition to the existence of a mobility contract/agreement, UNI EIFFEL allows for joint supervision or co-supervision, which is recognition of dual immersion in research. A contract may be signed to define the commitment of both universities in such cases.
 |
| Any mobility experience, for example: a stay in another country/region or in another research institution (public or private), or a change of discipline or sector, either as part of initial research training or at a later stage of the research career, or even virtual mobility experience, should be considered a valuable contribution to the researcher's professional development. |
| 19. Recognition of qualifications (Code) | +/+ |  | * R2: With the Charter for the Management of Contract Staff, previous experience of an equivalent level is taken into account when determining remuneration at the time of recruitment.
* R3, R4: For tenured researchers and teacher-researchers, previous research experience is taken into account at the time of appointment as a tenured member of the teaching staff, in accordance with the rules laid down in the regulations.
* The DD&RS roadmap commits to "Supporting the professional development of staff and improving the well-being of staff and students by 2027" (see Axis 6). Thus, while doctoral students (R1) must validate a certain number of ECTS credits, some of which are devoted to general skills, other categories of staff (R2 to R3) can benefit from lifelong learning on request and with the authorisation of human resources.
* Several documents are available on the university's intranet for candidates and recruiters, describing the procedure according to the type of position and providing links to the decrees governing the body:
	+ Mobility to UNI EIFFEL: [Management guidelines relating to the mobility of staff assigned to the Université Gustave Eiffel](https://intranet.univ-eiffel.fr/securedl/sdl-eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJpYXQiOjE3NDU2MDIyMDgsImV4cCI6MTc3Nzc0MzAwOCwidXNlciI6ODg2LCJncm91cHMiOlswLC0yLDEsMiwyMCwzNiwzN10sImZpbGUiOiJmaWxlYWRtaW4vcmVkYWN0aW9uLzA0LVJlc3NvdWNlcy1odW1haW5lcy9Nb3V2ZW1lbnRfaW50ZXJuZS9MREdfTW9iaWxpdGVfLV9Vbml2X0d1c3RhdmVfRWlmZmVsLnBkZiIsInBhZ2UiOjQyODd9.e1gH8Gph_4_518IRZTN8JCi75aCp7SdXQco83_Omv8E/LDG_Mobilite_-_Univ_Gustave_Eiffel.pdf)
	+ Maître de Conférences (Assistant Professor, R3) and University Professor (PU, R4): [Decree of 11 July 2018 on the procedure for registration on the qualification lists for the positions of senior lecturer or university](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000037308181) [professor section](https://intranet.univ-eiffel.fr/ressources-humaines/personnels-de-luniversite-gustave-eiffel/les-personnels-enseignants-chercheurs-et-enseignants-chercheurs/enseignants-chercheurs)  + , intranet
	+ CR DD/DR DD (R3, R4): [Decree No. 2014-1324 of 4 November 2014](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000029707588) on the special status of research fellows and directors describes the operating procedures for the recruitment of this body (Articles 7, 9 and 10) and the duties of the researcher evaluation committee (COMEVAL), as well as the requirements for the evaluation file available [on the intranet](https://intranet.univ-eiffel.fr/ressources-humaines/evaluation/evaluation-de-la-recherche-et-expertise/evaluations-lourdes-et-legeres?sword_list%5B0%5D=comeval&no_cache=1) (comprehensive and simplified evaluation).
	+ Contract doctoral students (R1): guide to the recruitment of doctoral students drawn up by the DGDRH [on](https://intranet.univ-eiffel.fr/ressources-humaines/personnels-de-luniversite-gustave-eiffel/les-personnels-enseignants-chercheurs-et-enseignants-chercheurs/doctorants-et-doctorantes-contractuel-les) the intranet
 |
| Employers should provide for the appropriate assessment of the academic and professional qualifications of all researchers, including non-formal qualifications, particularly in the context of international and professional mobility. They should inform themselves and acquire a thorough understanding of the rules, procedures and standards governing the recognition of these qualifications and, consequently, explore the applicable domestic law, conventions and specific rules relating to the recognition of these qualifications through all available channels. |
| 20. Seniority (Code) | +/+ |  | * The Charter for the Management of Contract Staff takes into account the seniority of contract staff and considers seniority with regular promotion to be equivalent to that of permanent staff (R1, R2). Furthermore, there is no age limit for candidates for R1, R2, R3 and R4. In practice, certain degree requirements are required for each category, and experience and motivation are required.
* The promotion bodies for statutory researchers take into account all of the researchers' qualifications.
* The possibility of being recruited at higher levels is, of course, linked to the profiles of the positions available and the thematic area of research. However, once they have reached a certain level of expertise, career development at level R4 (transition from R3 to R4) may also depend on the national context. The [2021-2030 Research Programming Act](https://www.enseignementsup-recherche.gouv.fr/fr/loi-de-programmation-de-la-recherche-pour-les-annees-2021-2030-49733) has therefore provided for pyramid and requalification measures for the final grades (R3 and R4).
 |
| The required qualification levels should correspond to the needs of the position and not be defined as a barrier to entry. The recognition and assessment of qualifications should focus on judging the achievements of the individual rather than their situation or the reputation of the institution where they acquired their qualifications. Since professional qualifications can be acquired early in a long career, the model of lifelong professional development should also be recognised. |
| 21. Postdoctoral appointments (Code) | +/+ |  | Within the university, postdoctoral researchers are recruited on a "researcher" contract with a salary scale equivalent to that of a "research fellow", including equivalent statutory bonuses. |
| Institutions that appoint researchers with a doctorate should establish clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and objectives of such appointments. These guidelines should take into account time spent in previous postdoctoral appointments at other institutions and the fact that postdoctoral status should be transitional, with the primary aim of providing additional opportunities for professional development for a research career with long-term prospects for advancement. |
| **Working conditions and social security** |
| 22. Recognition of the profession | +/+ |  | Initiatives already implemented:* The national and institutional legal framework sets out very precise conditions for career advancement for researchers and explicitly mentions the performance of research activities.
* **R1, R2:** The Charter for the Management of Contract Staff aims to establish transparent rules for the management of contract staff, recognising their role in the functioning of the institution. This charter is subject to modification and improvement following an initial evaluation of its implementation.
* **R3**: Experience gained during the PhD is taken into account at the time of appointment as a full member.
* **R4**: Previous research experience at the time of appointment as professor or research director is taken into account.
* **R2, R3, R4**: The employment contract or appointment order clearly states the employee's research activity.
* **R1**: The doctoral contract specifies the research activity.
 |
| All researchers engaged in a research career should be recognised as professionals and treated accordingly. This recognition should begin at the start of their career, i.e. at postgraduate level, and should encompass all levels, regardless of their classification at national level (e.g. employee, postgraduate student, doctoral candidate, postdoctoral fellow, civil servant). |
| 23. Research environment | +/+ |  | * Each researcher is a member of a research unit and, depending on this structure, the research component may obtain a certain budget, access to equipment, doctoral funding, internal calls for proposals and support to carry out its activities.
* The intranet pages provide information and support: several services are dedicated to helping researchers in their activities: research and innovation (Vice-Presidency for Research), legal aspects (General Delegate for Legal and Institutional Affairs), international collaboration (Vice-Presidency International), economic development (Vice-Presidency for Partnerships and Professionalisation).
* UNI EIFFEL organises ad hoc initiatives to facilitate the integration of researchers, particularly "new arrivals", at the team or campus level, or even at the national level of UNI EIFFEL. For example, newly recruited sustainable development researchers receive specific financial support upon arrival.
 |
| Employers of researchers should ensure that they create the most stimulating research or research training environment and provide the most appropriate equipment, facilities and opportunities, particularly for remote collaboration through research networks, and ensure compliance with national or sectoral regulations on health and safety in research.  |
| 24. Working conditions | +/- | * 7.6% of women work part-time, compared with 2.2% of men. Women account for 75% of all part-time staff (all teams combined) (extract from the 2024-2026 Equality Plan available [here](https://mission-egalite.univ-gustave-eiffel.fr/agir-ensemble-pour-legalite/nos-engagements-et-nos-actions)).
* Women are over-represented among teleworkers (61%).
* As part of the DD&RS policy, the DD&RS roadmap was supposed to formalise a policy on quality of life at work in 2024, but this objective has not yet been achieved.
 | * Application of [Decree No. 2020-524](https://www.legifrance.gouv.fr/jorf/article_jo/JORFARTI000041849939) of 5 May 2020 amending [Decree No. 2016-151](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000032036983/) of 11 February 2016 on the conditions and procedures for implementing telework in the civil service and the judiciary (as well as new provisions on maternity, paternity and parental leave, part-time work, carers' leave, etc.)
* Possibility of **teleworking:** [Equality Plan 2021-2023](https://mission-egalite.univ-gustave-eiffel.fr/fileadmin/contributeurs/Mission-egalite/Plan/PLAN_POUR_L_EGALITE_EN_avec_annexes.pdf) "Measure 3.2.2 - Harmonise teleworking options in the former UPEM and IFSTTAR (now UNI EIFFEL)" with two days per week for almost all staff (to be adapted to the teaching period for teacher-researchers).
* **Special leave days**: possibility of taking four half-days off per year. These are special leave authorisations (ASA) and for parents of disabled children 6 additional days.
* **Disability policy** under construction since March 2024. A request has been made for job descriptions to include gender-neutral language and the name of the disability officer from the Disability Unit, which is part of Local Human Resources (DGDRH), in addition to the default statement "position open to people with disabilities"; workstations can be adapted.
* R3 (Teacher-researcher): time policy developed (CRCT);
* Female research professors returning from maternity leave/sabbatical leave have the option of obtaining a “Attaché temporaire d'enseignement et de recherche” / “temporary teaching and research position temporary teaching and research position” (ATER) to support them in their teaching activities.
* MCF (R3) /PU (R4): support for teachers responsible for training by limiting the number of teaching responsibilities.
* From the end of 2025, the possibility of **a flexible working week** (4½ days) for certain staff members (not applicable to staff already working part-time).
 |
| Employers should ensure that working conditions for researchers, including researchers with disabilities, offer, where appropriate, the flexibility deemed essential to carry out research in accordance with national legislation and national or sectoral collective agreements. They should aim to provide working conditions that enable both female and male researchers to combine family and work, children and career. Particular attention should be paid, inter alia, to flexible working hours, part-time work, teleworking and sabbaticals, as well as to the necessary financial and administrative arrangements governing such arrangements. |
| 25. Stability and permanence of employment | +/+ |  | * The Charter for the Management of Contract Staff aims to guarantee the long-term employability of contract staff and to support those who wish to move into the civil service, whenever possible. This charter is subject to change after an initial evaluation of its implementation.
* The institution gives priority to the recruitment of tenured and permanent researchers and teacher-researchers (R3, R4).
* R1: Doctoral students are recruited on a three-year doctoral contract, with certain exceptions in the case of joint supervision (double degree) where the other university must provide a specific contract. However, this is compensated by the award of a double degree at the end of the programme.
* Application of [Directive 99/70/EC - the framework agreement on fixed-term work concluded by the ETUC, UNICE and CEEP (trade unions)](https://eur-lex.europa.eu/legal-content/EN/AUTO/?uri=celex:31999L0070)
 |
| Employers should ensure that the work of researchers is not undermined by unstable employment contracts and should therefore undertake, as far as possible, to improve the stability of employment conditions for researchers, thereby applying and respecting the principles and conditions laid down in Council Directive 1999/70/EC (1). |
| 26. Funding and salaries | +/- | * Remuneration policy could be better regulated to standardise practices and reward certain commitments made by researchers
* Continue to reduce the gender pay gap
 | * For statutory researchers, remuneration is set by ministry pay scales, which also decide on periodic pay rises. For contract staff, pay scales also apply but with some variations.
* For contract staff (R1, R2):
	+ For contract research staff: the contract staff management charter sets out the contract and remuneration.
	+ [Decree No. 2009-464 of 23 April 2009](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000020552499) and the [decree of 17 January 1986](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000000699956) on general provisions applicable to contract staff of the State.
	+ All decrees and circulars governing contract staff in the civil service are available on the Intranet ([link](https://intranet.univ-eiffel.fr/ressources-humaines/personnels-de-luniversite-gustave-eiffel/les-personnels-administratifs-techniques-et-de-bibliotheque/les-statuts-des-personnels-eiffel/les-contractuels?sword_list%5B0%5D=contractuels&no_cache=1)).
	+ Guide for contract doctoral students produced by the DGDRH ([link](https://intranet.univ-eiffel.fr/securedl/sdl-eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJpYXQiOjE3NDk2NTQ0NzUsImV4cCI6MTc4MTc5NTI3NSwidXNlciI6MTI1MSwiZ3JvdXBzIjpbMCwtMiwxLDIsMjAsMzYsMzddLCJmaWxlIjoiZmlsZWFkbWluL3JlZGFjdGlvbi8wNC1SZXNzb3VjZXMtaHVtYWluZXMvRU5TRUlHTkFOVFMvRG9jdG9yYW50cy9HdWlkZV9kZXNfZG9jdG9yYW50c19jb250cmFjdHVlbHNfMjAyMl8tX1ZGLnBkZiIsInBhZ2UiOjgxMDF9.RgCxezhiQx9W-lYWigXzsFPFpjsZoE6Sh5e1AinMM00/Guide_des_doctorants_contractuels_2022_-_VF.pdf))
* Bonuses are covered by several national decrees:
	+ [Decree of 7 February 2022, as amended, laying down certain procedures for the award of the individual bonus provided for in Decree No. 2021-1895 of 29 December 2021 establishing the compensation scheme for teaching and research staff.](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000045332550)
	+ [Decree of 29 December 2021 setting the annual amount of the remuneration components created by Article 2 of Decree No. 2021-1895 of 29 December 2021 establishing the compensation scheme for teacher-researchers](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000044616174).
	+ Decree of December 22, 2023 setting the annual amount of remuneration components created by Article 2 of Decree No. 2021-1895 of December 29, 2021 establishing the compensation scheme for teacher-researchers.
	+ Decree No. 2025-731 of July 30, 2025 establishing the compensation scheme for researchers belonging to the corps of research fellows and the corps of directors of sustainable development research assigned to public institutions of the ministry in charge of sustainable development.
	+ Order of July 30, 2025, setting the annual amount of the compensation components created by Article 2 of Decree No. 2025-731 of July 30, 2025, establishing the compensation scheme for researchers belonging to the corps of research fellows and the corps of research directors for sustainable development assigned to public institutions of the ministry in charge of sustainable development.
* Allocation of individual bonus points for researchers and teacher-researchers: entitlement to bonus points is determined by the governing bodies in deliberation CAC No. 22-0623-01, published annually in the appendix to the budgetary guidance letter. Points are awarded by the head of the unit. The decision to award points is voted on by the Board of Directors.
 |
| Employers should ensure that researchers enjoy fair and attractive funding and/or salary conditions, accompanied by adequate and equitable social security provisions (including health insurance and parental benefits, pension rights and unemployment benefits) in accordance with national legislation and national or sectoral collective agreements. These measures should include researchers at all stages of their careers, including early-stage researchers, in line with their legal status, performance and level of qualifications and/or responsibilities. |
| 27. Gender balance | +/- | * Gender equality in research positions can still be improved.
* Women are over-represented among support staff (54%), while they are under-represented among teaching and research staff (39%).
* Although women account for 41% of teaching and research staff, they are under-represented among university professors (37%).
* While women represent 55% of support staff, they are equally-represented in category A (50% of the workforce) and over-represented among the most precarious staff (76% of B staff and 57% of C staff).
* Women are under-represented in governance and management positions:
	+ 6 women directors of training services compared to 7 men
	+ 10 female directors of research units compared to 23 male directors (research units and UR/UMR)
	+ 41% of vice-presidents or directors of schools and universities are women.
* In 2022, the 10 highest salaries at the University are earned by men. Eight of the 10 lowest salaries are earned by women. The ONDES study shows that in 2019, the gender pay gap at UNI EIFFEL was 14.08% in favour of men. The unexplained residual portion of the pay gap, which economists refer to as "pure discrimination", is 2.90% for the former University and 4.2% for the former IFSTTAR.
* In 2024, the UNI EIFFEL's score (69.5 points out of 100) on the professional equality index is below the minimum threshold. This index aims to calculate the gender pay gap. The University must take measures to correct the pay gap in order to achieve the minimum score of 75/100 (extract from the 2024-2026 Equality Plan available [here)](https://mission-egalite.univ-gustave-eiffel.fr/agir-ensemble-pour-legalite/nos-engagements-et-nos-actions).
 | * The 2021-2023 Equality Plan has been evaluated across the various campuses and most of the measures from the previous plan will be continued in the [2024-2026 Equality Plan](https://mission-egalite.univ-gustave-eiffel.fr/agir-ensemble-pour-legalite/nos-engagements-et-nos-actions). The [final evaluation document](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fmission-egalite.univ-gustave-eiffel.fr%2Ffileadmin%2Fcontributeurs%2FMission-egalite%2FBilan_plan_CA_2023_pres_vd.pptx&wdOrigin=BROWSELINK) showed several results:
	+ Better understanding of the employment situation of women and men at UNI EIFFEL thanks to the Rapport Social Unique / Single Social Report (RSU), which includes a section on "professional equality" since the 2022 edition.
	+ Career advancement and sabbaticals for teacher-researchers are managed at both national and local level by two ad hoc committees.
	+ Better dissemination of gender-disaggregated data and gender-neutral language in recruitment processes thanks to a [recruitment assistance section](https://mission-egalite.univ-gustave-eiffel.fr/ressources/recrutement/) on the Mission Égalité website.
	+ A better work-life balance: From the end of 2025, the option of working four and a half days per week as part of a full-time job will be made available to all employees.
* The RSU is defined in [Decree No. 2020-1493 of 30 November 2020](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000042592819). In force since 1 January 2021, it is drawn up each year for the previous calendar year and includes information relating to at least the two previous years. It makes it possible to assess the characteristics of jobs and the situation of employees, the comparative situation of women and men and how it is changing, and the implementation of measures relating to diversity, the fight against discrimination and professional integration, particularly with regard to people with disabilities. The 2023 RSU can be consulted [here](https://intranet.univ-eiffel.fr/securedl/sdl-eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJpYXQiOjE3NDYxODY1NzksImV4cCI6MTc3ODMyNzM3OSwidXNlciI6MTI0OTksImdyb3VwcyI6WzAsLTIsMSwyLDE3LDE5LDIwLDM2LDM3XSwiZmlsZSI6ImZpbGVhZG1pbi9yZWRhY3Rpb24vMDQtUmVzc291Y2VzLWh1bWFpbmVzL1JTVV8yMDIzLTEucGRmIiwicGFnZSI6OTI5Mn0.09b0xYJwG_kEGl77Y_gS7wHY-dU27UX02_AWe7LDBNs/RSU_2023-1.pdf).
 |
| Employers should aim to achieve a representative balance between men and women at all levels of staff, including at the level of thesis/internship supervisors and managers. This balance should be achieved through a policy of equal opportunities at the time of recruitment and at subsequent stages of the career, without prejudice to the criteria of quality and competence. To ensure equal treatment, selection and evaluation committees should reflect an appropriate balance between men and women. |
| 28. Career development | +/- | No general career development policy for researchers within the university | * A document entitled **"Management guidelines**" relating to promotions and career development for UNI EIFFEL staff is available to all on the intranet site.
* The **employment campaign** is presented/voted on in the university councils: CaC and CA
* Researchers are free to apply for open positions if they meet the administrative criteria of qualifications and seniority. Their CVs and applications are reviewed by an ad hoc peer review committee.
* During annual interviews with contract researchers, a discussion with the Laboratory Management involves a discussion on promotion and possible transfer; a career interview may be requested.
* **The University Charter for the Management of Contract Staff** aims to secure the career paths of contract staff by providing them with guidance on their situation and ensuring the development of their skills. This charter is subject to change after an initial review of its implementation.
 |
| Employers should develop, preferably as part of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual status, including researchers on fixed-term contracts. This strategy should include the availability of mentors who can provide support and guidance for the personal and professional development of researchers, thereby motivating them and helping to reduce any uncertainty about their professional future. All researchers should be informed of these provisions and agreements. |
| 29. Value of mobility | -/+ | * Adequate mobility rates for academics but very low rates for other staff members. Several obstacles have been identified:
	+ Low staff participation in Erasmus+: need to communicate more effectively about this call.
	+ Language barrier
	+ The issue of how mobility is valued in the pension system is a national problem that the University cannot address on its own
	+ Problem of replacing teaching hours for teachers who wish to participate in mobility programmes
* Doctoral schools are requesting the introduction of a mobility allowance, but this is hampered by a lack of teaching staff.
* Housing support unit: the various cities where the University is present are experiencing rental pressure.
* Lack of internal resources to manage the Erasmus programme for doctoral students
 | * The Vice-Presidency International awards incentives credits for international mobility on the basis of applications (R1, R3, R4).
	+ Call for teacher mobility: individual applications for training mobility, e.g. staff week.
	+ Call for Erasmus+ international credit mobility (MIC): apply for funding for student and staff mobility between higher education institutions in countries covered by the programme and partner countries (student mobility, staff mobility for teaching purposes, staff mobility for training purposes).
	+ R1: Some doctoral schools offer mobility grants for doctoral students, particularly in joint supervision programmes.
* R1: Incoming mobility is encouraged by the award of the [Bienvenue en France label](https://www.campusfrance.org/en/the-bienvenue-en-france-label), obtained in 2021, level 2. Supporting documents available:
	+ [Student welcome booklet](https://livret-accueil-edu.univ-eiffel.fr/) available without authentication and designed to provide useful information for applications and additional information for international students.
	+ [Exchange student handbook](https://www.univ-gustave-eiffel.fr/en/international/international-students/exchange-students) available in English.
* Support for foreign researchers through [local EURAXESS services](https://www.euraxess.fr/information/centres/search?f%5B0%5D=country%3A793) (funding, housing, unemployment, health insurance, visas, etc.)
* Application of seniority based on a scale in accordance with the decrees in force.
 |
| Employers should recognise the value of geographical, intersectoral, interdisciplinary, transdisciplinary and virtual mobility, as well as mobility between the public and private sectors, as an important means of ing scientific knowledge and professional development at all stages of a researcher's career. Consequently, they should incorporate such options into their career development strategy and fully value and recognise all mobility experience in their career progression/evaluation system. This also requires the establishment of the necessary administrative instruments to enable the transferability of grants and social security provisions, in accordance with national legislation. |
| 30. Access to career guidance services | +/- | Lack of specific support for these staff members  | * Several internal and external structures exist and are mobilised to support the careers of researchers and teacher-researchers: the staff support service of the DGDRH, the Vice-Presidency for Research, and the agent in charge of monitoring the body of researchers at the MTE.
	+ R1: Comité de suivi individuel / Individual Monitoring Committee (CSI) report and draft career plan and training programme, advice from supervisors
	+ R1-R2-R3: Awareness workshop on "managing the first years of a scientific career" and/or mentoring programme
* Implementation of the AMI (Appartenance – Mutualisation – Intégration / Belonging – Sharing – Integration) project through internal communication ([link](https://intranet.univ-eiffel.fr/vue-detaillee/projet-ami-avancement-du-volet-pilotage-et-rh-12037)). Its aim is to support the development of UNI EIFFEL by strengthening its management systems and providing support for staff development. The project therefore aims to create a real sense of belonging and to establish integrated and shared management across the new university through the implementation of a decision-making information system.
* COMEVAL and CNU are also important bodies for managing researchers' careers.
* During the annual interviews with contract researchers, a discussion with the Laboratory Management focuses on conducting interviews and career reviews.
 |
| Employers should ensure that researchers, at all stages of their careers and regardless of their contractual status, are offered career guidance and assistance in finding employment, either within the institutions concerned or through collaboration with other structures. |
| 31. Intellectual property rights | +/+ |  | * Each contract or agreement is reviewed by the legal staff responsible for intellectual property issues; this review is mandatory before signature by the president.
* The doctoral student signs a charter for the duration of the doctorate, provided by the doctoral school, to protect the intellectual property of the research team involved (the doctoral student, the supervisor and the co-supervisors).
* In the case of public-private cooperation, a contract may be proposed with the private company to also define intellectual property rights and the initial status.
* The University's policy is to take an interest in individual inventors who are the originators of inventions, in accordance with the following regulatory provisions: Articles [L611-7](https://www.legifrance.gouv.fr/codes/id/LEGIARTI000006278890/1994-05-11/#:~:text=Sauf%20dispositions%20statutaires%20ou%20stipulations,seul%20habilit%C3%A9%20%C3%A0%20les%20exercer.), [L113-9](https://www.legifrance.gouv.fr/codes/id/LEGIARTI000006278890/1994-05-11/#:~:text=Sauf%20dispositions%20statutaires%20ou%20stipulations,seul%20habilit%C3%A9%20%C3%A0%20les%20exercer.) and [R611-14-1](https://www.legifrance.gouv.fr/codes/id/LEGIARTI000020721632/2009-06-11/) of the Intellectual Property Code.
* In the event of any patents, an application may be sent to the central administration DGS/DGDPSI, which is responsible for drafting and submitting patents. The patent bonus is a lump sum of €3,000. This amount was set by [the joint order](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000000263489/) of the ministers responsible for the budget, the civil service and research on 26 September 2005.
 |
| Employers should ensure that researchers, at all stages of their careers, reap the benefits of the exploitation (where applicable) of their R&D results through legal protection and, in particular, through adequate protection of intellectual property rights, including copyright. Policies and practices should specify what rights are held by researchers and/or, where applicable, their employers or other parties, including external commercial or industrial organisations, in accordance with any provisions in specific collaboration agreements or other types of agreements. |
| 32. Co-author | -/+ | There are not enough workshops on the principle of co-authorship within the university. | * The status of co-authors is based on an agreement between the respective co-authors. Scientific journal publishers now almost always include a request for information on the actual contribution of each co-author.
* UNI EIFFEL **internal regulations**: Article 10 on ethics.
 |
| When evaluating staff, institutions should welcome collaboration between authors, which demonstrates a constructive approach to research. Employers should therefore develop strategies, practices and procedures to provide researchers, including those at the beginning of their careers, with the necessary framework conditions to be entitled to recognition and to be named and/or cited, in accordance with their actual contributions, as co-authors of documents, patents, etc., or to publish their own research results independently of their thesis/internship supervisors. |
| 33. Teaching | +/+ |  | * Teaching leave for new lecturers during their first two years to facilitate their integration into research; research and thematic conversion leave or leave for educational projects for teacher-researchers; authorisation for researchers to teach during their working hours, up to a maximum of 64 hours per year.
* The **Congé pour Recherches ou Conversions Thématiques / Leave for Research or Thematic Conversion (CRCT)** is a scheme allowing teacher-researchers to benefit from a period of exemption from teaching and administrative duties in order to pursue, initiate or finalise research projects. CRCTs are governed by Article 19 of Decree No. 84-431 of 6 June 1984, as amended, laying down the common statutory provisions applicable to teacher-researchers and the special status of university professors and lecturers.
* In accordance with Articles 11 et seq. of Decree No. 84-431 of 6 June 1984, as amended, teacher-researchers may apply for a delegation of research activity at the Centre National de la Recherche Scientifique / National Centre for Scientific Research (CNRS). 84-431 of 6 June 1984, as amended, teacher-researchers may apply for a **research** assignment **at the CNRS.** During this period, the person benefiting from a delegation is neither on secondment nor on secondment to the CNRS, but remains employed by their institution. They are relieved of all or part of their teaching duties in order to devote themselves to the project that has been approved by the CNRS and UNI EIFFEL.
* The Centre for Educational Innovation at UNI EIFFEL (CIPEN) offers a wide range of support services for teacher-researchers and researchers.
 |
| Teaching is an essential means of structuring and disseminating knowledge and should therefore be considered a valuable option in the professional career of researchers. Nevertheless, teaching responsibilities should not be excessive and should not prevent researchers, especially those at the beginning of their careers, from carrying out their research activities. Employers should ensure that teaching duties are adequately remunerated and taken into account in evaluation systems, and that the time spent by experienced staff members on training early-career researchers should be taken into account in their teaching load. Appropriate training should be provided for teaching and training activities as an integral part of the professional development of researchers. |
| 34. Complaints and appeals | +/+ |  | * The DGDRH offers several support mechanisms to assist staff in both professional and medical and/or social situations. The aim is to best fulfil the university's social responsibilities. The support mechanisms are available to all university staff, whether permanent or contract employees. The aim is to offer personalised, individualised and confidential support to staff who request it: [https://intranet.univ-eiffel.fr/ressources-humaines/dispositifs-daccompagnement?sword\_list%5B0%5D=m%C3%A9diateur&amp;no\_cache=1](https://intranet.univ-eiffel.fr/ressources-humaines/dispositifs-daccompagnement?sword_list%5B0%5D=m%C3%A9diateur&no_cache=1)
* Staff experiencing difficulties of a conflictual, positioning and/or managerial nature, whether these difficulties are individual or collective.
* New research units heads and managers who wish to do so or are experiencing difficulties.
* New laboratory directors can benefit from training, coaching and interviews with the occupational psychologist.
* The mediation system to respond to conflict situations. The principle of mediation is to encourage each party to express their experience of a situation and their own expectations – also known as their needs – in order to be heard by the other party.
* A social monitoring unit, reporting to the DGDRH, was set up in September 2020 for the entire Gustave Eiffel University. This social monitoring unit is responsible for collecting reports of situations of mal-être at work and proposing appropriate actions for each case identified. This unit meets once a month.
* An occupational psychologist is also employed by the university to intervene either on an individual or collective level. Finally, a psychological support service is available to all staff 24 hours a day, 7 days a week. All this information is available on the intranet and is displayed at several locations on the work site.
* Contact with an internal conflict advisor must be arranged depending on the area and/or situation (laboratory conflict, national projects, European contract, international cooperation).
* For doctoral students, the CSI is a good way of identifying potential problems in confidence.
* For statutory researchers, evaluation bodies (COMEVAL, CNU) are a good way of identifying potential problems in confidence.
 |
| Employers should establish appropriate procedures in accordance with national rules and regulations, possibly in the form of an impartial person (such as a mediator) to deal with complaints/appeals from researchers, including conflicts between thesis/internship supervisors and early-career researchers. These procedures should provide all research staff with confidential and informal assistance in resolving work-related conflicts, disputes and complaints, with the aim of promoting fair and equitable treatment within the institution and improving the overall quality of the working environment. |
| 35. Participation in decision-making bodies | +/+ |  | * Time off available for union representation.
* The university's operating procedures provide, both legally and in its statutes, for the participation (by election) of researchers and teacher-researchers in the institution's internal decision-making and social dialogue bodies.
 |
| Employers should recognise that it is entirely legitimate, and even desirable, for researchers to be represented in the appropriate information, consultation and decision-making bodies of the institutions for which they work, in order to protect and promote their individual and collective interests as professionals and to contribute actively to the functioning of the institution. |
| **Training and development** |
| 36. Relationship with thesis/internship supervisors | +/+ |  | * Doctoral students (R1): relations with supervisors are partly defined by national decrees and regulations: "[Decree of 26 August 2022 amending the decree of 25 May 2016 establishing the national framework for training and the procedures leading to the award of the national doctoral degree](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000046228965)" The CSIs provide a forum for raising issues relating to supervision. The university has recently set up a training course on "supervising a doctoral or post-doctoral student", which has been very well received by the researchers who have been able to attend (over two days); this training could be made compulsory.
* Researchers: generally supervised by research laboratory directors, but mainly from a functional perspective. However, professional interviews with statutory researchers are not mandatory and are rarely conducted.
* Researcher evaluation bodies provide regular feedback to researchers based on their activity reports.
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| Researchers in training should establish structured and regular relationships with their thesis/internship supervisors and faculty/research units representatives in order to make the most of their relationships with them. This includes recording all progress made and research results obtained, receiving feedback through reports and seminars, utilising this feedback and working in accordance with agreed programmes, milestones, deliverables and research results to be achieved. |
| 37. Supervision and management tasks | +/- | A training programme is not systematic/mandatory. | Numerous training courses are available to help researchers take on new activities, particularly supervision:* Establishment of doctoral supervision training for thesis supervisors.
* Those considering a management position may request specific training, usually provided by an external company or another university. More generally, numerous training courses are available for researchers depending on their additional activities.
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| Experienced researchers should pay particular attention to their multiple roles as thesis/internship supervisors, mentors, career advisors, managers, project coordinators, directors or science communication specialists. They should perform these tasks to the highest professional standards. With regard to their role as thesis/internship supervisors or mentors, experienced researchers should build constructive and positive relationships with early-career researchers and researchers with limited experience in order to establish the conditions necessary for the effective transfer of knowledge and the successful career development of researchers. |
| 38. Continuous professional development | +/+ |  | * Several aspects of the principle of "continuous professional development" are regulated by national statutes for permanent and contract staff. As a result, the human resources department already offers a wide range of training courses to all staff.
* Similarly, early-career researchers (doctoral students) are required to attend training at the doctoral school (including professional aspects, working conditions and career development).
* The internal training offer for all staff has been greatly expanded in recent years, particularly in the areas of research and teaching support. In addition, there is a training committee that reviews and decides on all requests for individual or group training outside the internal offer. It has a substantial budget, which has been regularly increased.
* Lecturers have 32 hours of compulsory training in their first year.
* For certain researcher statuses, annual interviews provide an opportunity to list the training activities carried out during the previous year and to encourage/plan other activities for the current year.
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| At all stages of their careers, researchers should seek to improve continuously by regularly updating and developing their skills and competences. Various means are available to achieve this, including, but not limited to, formal training, workshops, conferences and e-learning. |
| 39. Access to research training and continuous development | +/+ |  | * The internal training programme for all staff has been greatly expanded in recent years, particularly in the areas of research and teaching support. In addition, there is a training committee that reviews and decides on all requests for individual or group training outside the internal programme. It has a substantial budget, which has been regularly increased.
* The subject of training and priority management can be addressed during evaluation meetings (COMEVAL, CNU).
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| Employers should ensure that all researchers, at all stages of their careers and regardless of their contractual status, are offered opportunities for professional development and improvement of their employability through access to measures for the continuous development of know-how and skills.  |
| 40. Supervision | +/+ |  | Initiatives already implemented:* The thesis supervisor is systematically identified in doctoral contracts.
* The role of the head of the research structure in doctoral training is clearly stated (see document "Status of research components").
* Existence of a system for reporting violence (including HR issues) in the event of problems with supervision, as well as equality officers in the components.
* Guidelines for doctoral supervision are drawn up after the doctoral subject has been defined (drafting of a scientific document).
* Doctoral supervision training for thesis supervisors.
* Definition of a maximum doctoral supervision rate by the doctoral schools to ensure the quality of supervision.
* Establishment of a doctoral charter by doctoral schools.
* Monitoring of thesis progress during CSIs.
 |
| Employers should ensure that a contact person is clearly identified whom early-stage researchers can consult in the performance of their professional duties and should inform researchers accordingly. These provisions should clearly stipulate that proposed thesis/internship supervisors have sufficient expertise in research supervision, that they have the time, knowledge, experience, expertise and commitment necessary to provide adequate support to the researcher in training, and that they provide for the necessary procedures for progress and review, as well as the necessary feedback mechanisms. |