

GAP ANALYSIS/REVISED ACTION PLAN 2016-2020 (Updated 12/2021)

Pillar I .Ethical and professional aspects

Relevant legislation	Title Action	Current situation	Indicators	New actions
L.1 14/2011, art. 14 a) b) f)	(#8) Promote open access publications (from January 2016, the CED will have a research specialist to coordinate the scientific dissemination of its results through open access publications and outreach	<p>All CED's publications systematically uploaded into the institutional repository of the UAB (Digital Repository of Documents, DDD).</p> <p>Since 2018 the CED has increased the percentage of open access publications.</p> <p>These actions have led to an increase in high-level Q1 publications.</p> <p>The use of social networks has also been protocolised.</p>	<p>Open Access: 2017: 67%, 2020: 82%, 2021: 90%</p> <p>Reviews Q1 2017: 5, 2020: 28, 2021: 34.</p> <p>Since February 2020, the CED has had a protocol for dissemination on social networks</p>	<p>To be implemented: Encourage and increase Open Science practices and the impact of research.</p> <p>Promote and advise on the deposit of research data in an open and trusted institutional (UAB repository) or multidisciplinary (Zenodo) repository under a CC-BY or CC0 (or equivalent) licence, following the principle of "as open as possible, as closed as necessary".</p> <p>Motivate research staff by informing them about the advantages and obligation to provide open access to publications, especially publicly funded publications.</p>
L.1 14/2011, art.10	#9 Include knowledge transfer activities in all projects.	From January 2020, the CED includes transfer plans in the R&D projects of the National	Incorporation of transfer plans in 100% of new basic research projects.	To be implemented: Design of a Dissemination & Exploitation & Communication Plan for

		Plan and the European Commission.		100% of new national R&I projects.
L.1 14/2011, art.21	#2 Protocol of Personal and Demographic data protection	<p>Application of the news of the European regulation on data protection (EU2016 / 679 of the European Parliament) to the Data Protection System of the CED.</p> <p>Appointed a CED data protection delegate.</p> <p>Establish the security actions and measures established by the new regulation.</p> <p>Implement computer storage spaces in accordance with the new regulation.</p>	<p>The personal data protection plan drawn up and approved on 25 October 2019 is available on the CED's website (https://ced.cat/recerca/eines-de-recerca/).</p> <p>Documents and forms derived from the data protection regulations are available to CED staff on the intranet.</p> <p>Agreements with various institutions have been drawn up and agreements prior to the entry into force of the data protection regulation have been updated during the 2020-21 academic year. The percentage of agreements incorporating these regulations is 100% as of the 2019-20 academic year. 100% of the projects financed by public calls (ERC/Ministry of R&D&I) include a section on the management of personal data.</p>	To be implemented: Work is underway to develop a Protocol for the drafting of data management plans in CED research.
L 6/2001 21/12, art. 56 a 58 L 1/2003 19/2 art.4, art. 19, art. 119, art. 140, art. 146	#11 Evaluation/ appraisal systems	According to the evaluation of the CERCA scientific committee, the CED is reaching international standards in its scientific activity, which is the core activity of the Centre. It is	Number of international projects achieved and number of international committees where CED members are present.	Continuously implemented: Wherever possible, the CED should monitor the academic and non-academic impact of the Centre's activities, in particular the impact of policy recommendations

		obtaining funding from European H2020 programmes, despite having a small critical mass of researchers on staff.		generated by the CED on actual implementation by public administrations. To promote agreements and contracts with public and private entities and companies.
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Pillar II. Recruitment

L.6/2001,21.12.2011. Art. 56 a 58.	#14 Human Resources management Plan to develop a protocol that regulates the selection of new personnel (researchers, administrative staff).	From April 2019, the CED has a Human Resources Management plan.	The Human Resources Management plan is available on the CED intranet.	Annual review and update (salaries, available vacancies...)
L.1 14/2011, art.16	#13 Improve communication regarding the description of the job offers and selection criteria	CED's job offers are published on its web pages and disseminated through international channels (such as professional organizations)	Created a fixed space of job offers on the CED website. https://ced.cat/sobre-el-ced/portal-de-transparencia/llocs-de-treball/ Number of international offers: 2014: 1,2015-18:0 2019: 4, 2020:4, 2021:2	Implemented
L.1 14/2011, art.16 2b	# 16 The procedures of the Human Resources plan for hiring (OTM-R), should also contemplate the merits and indicators necessary for internal professional mobility	Revisions were made to the existing protocol in the EDC's Quality System.	Revisions on date: 14/9/2018, 03/04/2019 and 01/06/2021	Continuously implemented

L.1 14/2011, art.22, 3, 4	#15 Further develop and improve the quality control mechanism of OTM-R	Review and update the current hiring policy and improve it, when necessary.	The CED Governing Council approves the list of CED structural posts that will allow the stabilisation of research staff.	Implementation subject to current legislation.
L.1 14/2011, art.15	#14 (and more) Develop and 'Equality plan' at CED	CED applies CERCA's Code of Good Practices	<p>The CED has also drawn up the Guide to the non-sexist use of language (22/02/2018) and the II Equality Plan (15/11/2021).</p> <p>3 courses on gender issues have been given.</p> <p>3 manuals on the use of inclusive language have been disseminated, in the three languages of use, on the CED website (www.ced.cat).</p>	Continuously Implemented: Annual review of compliance with the Equality Plan and its indicators.

III. Working conditions and social security

L.1 14/2011, art.28	#28 Develop a plan to promote the research career at CED.	From December 2021, the CED has an interim Career Plan pending the signing of the sector agreement.	The CED Research Career Plan was approved by the CED HRS4R Working Group at its meeting on 14 December 2021.	To be implemented: Adaptation to the regulations of the agreement for the public research sector in Catalonia.
L.1 14/2011, art.7	#29 Mobility plan for senior, post- and pre-doctoral researchers.	The CED has a mobility protocol for trainee research staff.	Mobility protocol for trainee research staff, available on the CED intranet. (P07. Management of research stays).	To be implemented: Preparation of the mobility plan for all the research staff and postdoc personnel of the CED.
L.1 14/2011, art.28	#28 Establish by the staff an evaluation mechanism for	Since July 2020, the CED has had a Research Monitoring	Evaluation and monitoring plan available on the CED website.	Continuously implemented

	the CED to determine those aspects that may be improved.	and Evaluation Plan in place, which is an improvement on the plan that has been in place since 2003 in the CED's quality system.	Publication of the CED's annual reports available on its website.	
L.6/2001,21.12.2011. Art. 56 a 58.	#33 Teaching and coaching activities as part of the professional development of researchers	The CED maintains close relations with the Autonomous University of Barcelona, on the campus of which it is located. It collaborates in postdoctoral training, both at this university and with other universities in Catalonia. It has signed collaboration agreements with the main statistical centres in Spain.	Number of agreements signed. Number of activities and actions carried out annually.	Continuously implemented CED is also working to improve training on demographic issues for government and municipal officials.
L.1 14/2011 art.14 L 1/2003 19/2 art DA. 11.	#24 Working conditions	The CED has an informative welcome manual. It lists the main services available and the people in charge, among other information on the centre's operation.	Satisfaction survey	To be implemented At the end of the first semester, new staff will be followed up. A monthly briefing session will be held for newly recruited staff.

IV. Training

	#37 Evaluate the success in achieving CED's goals	The goals set in the 'Contrato Programa' with the Catalan government are evaluated and revised regularly.	Two annual meetings of the CED Scientific Council. Evaluation and audits every 4 years by CERCA.	Implement improvements resulting from CERCA audits and the recommendations of the CED Governing Board.
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	#38 Elaborate a plan and guide to evaluate the research activity of senior and postdoctoral researchers. Researchers and Postdoctoral Evaluation Plan.	Since December 2021, the monitoring of senior and postdoctoral research staff has been implemented.	An individual form has been designed to be completed annually by all senior and postdoctoral research staff.	Continuously implemented
	#36 Disseminate the evaluation criteria to senior researchers and post-docs.	The CED management disseminates, through a six-monthly meeting with all CED staff, the research achievements and the objectives to be reached in the following semester.	The results of the achievements can be found in the reports and in the transfer section of the CED website.	None
	#39 Internal Training Plan	The CED has an Internal Training Plan in place as of June 2019.	Consolidation of a structured programme in different areas: research, skills, competences, gender issues and data confidentiality. Offering an average of 5 in-house courses per year and 10 external courses per year (mainly on-line COVID stage). -	Continue to offer internal and external training.

ACTION PLAN 2022-2024				
GAP (principles)	ACTIONS	RESPONSIBLE PEOPLE	EXECUTION TIME	MONITORING INDICATORS
Pillar I. Ethical and professional aspects				
2. Ethical principles	Work is underway to develop a Protocol for the drafting of data management plans in CED research	International Project Manager	S12022	a. Protocol
	Encourage and increase Open Science practices and the impact of research.	National Project Manager	2022-2023-2024	b. Number (%) of open access of scientific publications
8- Dissemination, exploitation of the resultats	Promote and advise on the deposit of research data in an open and trusted institutional (UAB repository) or multidisciplinary (Zenodo) repository under a CC-BY or CC0 (or equivalent) licence, following the principle of "as open as possible, as closed as necessary"	International Project Manager	2022-2023-2024	c. Number of competitive projects submitted including a dissemination plan
	Motivate research staff by informing them about the advantages and obligation to provide open access to publications, especially publicly funded publications	HRS4R Working Group	2022-2023-2024	d. Annual seminar
9. Public engagement	Design of a Dissemination & Exploitation & Communication Plan for 100% of new national and international R&I projects.	National Project Manager and International Project Managers	S12023	e. Elaboration Dissemination & Exploitation & Communication Plan
Pillar II. Recruitment				
14. Selection (Code)	Annual review and update (salaries, available vacancies...)	General Manager	2022-2023-2024	f. Annual approval by the Governing Council of the CED
	Annual review of compliance with the Equality Plan and its indicators	Gender Commission	2022-2023-2024	g. Compliance with the Plan's indicators.
14. Selection (Code); 16. Judging merit (Code)	OTM-R Implementation subject to current legislation.	Evaluation Commission	2022-2023-2024	h. Number of external staff joining the CED
Pillar III. Working conditions and social security				
23. Research environment	Post-COVID re-activation of the social component at CED.	Human Resources Unit	2022-2023	i. Number and type of socialisation activities (working lunches between staff of the different professional groups of the CED, weekly coffee break)
28. Career development	Adaptation to the regulations of the agreement for the public research sector in Catalonia	Direction Board	Subject to approval of the agreement	j. Review of the CED's research career plan
	Annual review of compliance with Research Monitoring and Evaluation Plan	Human Resources Unit	2022-2023-2024	k. Report on the results of the evaluation and proposals for improvement
29. Value of mobility	Preparation of the mobility plan for all the research staff and postdoc personnel of the CED.	Human Resources Unit	S2 2022	l. Mobility Plan
30. Access to career advice	Grant program to provide a 3-6 months bridge for the researchers in R1 and R2 stages since the finishing of their studies to the obtention of a grant, by securing funding and avoiding to have to leave the research career due to financial reasons	Direction Board and Human Research Unit	2022-2023-2024	m. Professional internship programme within the framework of PhD studies or funded projects for research assistants.
Pillar 4. Training				
37. Supervision and managerial duties	Monitoring and Mentoring of post-doctoral and doctoral researchers' activity through formal and non-formal actions	Training Unit	2022-2023-2024	n. Realisation of the CED Research Day
38. Continuing Professional Development	Professional development continuously implemented. Annual revision indicators	Training Unit	2022-2023-2024	o. Implementation of activities for career development and targeted career advice in particular to last year PhD students
39. Access to research training and continuous development	Continuously internal training: to enhance competence and skills development taking into account the individual needs of staff.	Training Unit	2022-2023-2024	p. Number of courses offered per year and number of participants by gender and professional level