

## GAP ANALYSIS - OVERVIEW

Case number: 2020PL463704

Name Organisation under review: **Maria Sklodowska-Curie National Institute of Oncology Gliwice Branch**

Organization's contact details: **Wybrzeze Armii Krajowej 15, Gliwice, 44-101**

Date endorsement charter and code:

### GAP ANALYSIS

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

**European Charter for Researchers and Code of Conduct for the Recruitment of Researchers : GAP analysis overview**

<p>Status: to what extent does this organisation meet the following principles?</p>	<p>Implementation:                  ++ = <b>fully</b> implemented                  +/- = <b>almost but not fully</b> implemented                  -/+ = <b>partially</b> implemented                  -- = <b>insufficiently</b> implemented</p>	<p>In case of --, -/+, or +/-, please <b>indicate the actual "gap"</b> between the principle and the current practice in your organisation. If relevant, list any national/regional legislation or organisational regulation currently impeding implementation</p>	<p>Initiatives undertaken and/or suggestions for improvement:</p>
<p><b>Ethical and Professional Aspects</b></p>			
<p>1. Research freedom</p>	<p>++ fully implemented</p>	<p>The scientists enjoy the research freedom within the scope corresponding to their interests. Free selection of research methods and practices in their research. This opinion was confirmed by approximately 91% of the respondents.</p>	<p>No actions needed</p>
<p>2. Ethical principles</p>	<p>++ fully implemented</p>	<p>In the survey, 92% of the respondents repeated the knowledge and compliance with ethical principles; The Institute constantly undertakes activities in this area. Ordinance no 2 of Director of Maria Skłodowska-Curie Reserach Institute of Onkology appoints the Ethical board and obliges employees to comply with the Code of Ethics and the Regulations of the anti-corruption policy applicable in the Institute</p>	<p>No actions needed</p>

3. Professional responsibility	++ fully implemented	<p>Research undertaken by scientists at the Institute is of great importance for society. This was confirmed by 93% of the respondents. They are also required to respect intellectual property rights and intellectual property rights. PhD thesis checked with the anti-plagiarism system, and in the case of the habilitation procedure, scientists present a statement indicating their percentage of authors' contribution in the presented publications.</p> <p>Legal regulations: -Regulations on the management of copyrights and related rights, industrial property rights and commercialization of research results in the National Institute of Oncology Maria Skłodowska-Curie, the National Research Institute; Order No. 38/2017 - ACT of 20 July 2018 The Law on Higher Education and Science</p>	No actions needed
4. Professional attitude	++ fully implemented	<p>Individual commitments of researchers regarding conducting research disseminated, and the results are included in the scope of obligations that form part of the employment contract. The issue of standards of conducting research is regulated by Polish law, including in law on copyrights and related rights.</p>	No actions needed

5. Contractual and legal obligations	-/+ = <b>partially</b> implemented	Only 68,3% respondents declare familiarity and compliance with contractual and legal obligation. This situation indicates the need to increase knowledge in this area.	Needed Action: 1) preparing of guidebook for new employees. This guidebook should contain - inter alia - information about contractual and legal obligations; 2) Preparing of information on the NIO PIB website; Website should contain links to national legal acts and scans of internal regulations (access to the website will be only for the employees)
6. Accountability	-/+ = <b>partially</b> implemented	Research Office informs selected employees by e-mail about sources of research funding and application deadlines. However, almost 21% responders gave negative answer and almost 23% does not know/has difficulty to answer. It indicates that improvement is needed.	Action needed: 1) Modernize the structure of information on the website, providing access to information in respect of good practices and ethics regulations in the field of research, as well as intellectual property protection and access to research work. 2) More efficiently support investigators in effective and timely expenditure of funding - provide periodic practical training concerning procedures of ordering reagents, consumables, research equipment and services. - prepare a guidebook describing procedures of ordering and purchasing reagents , services, etc. - consider changes in division of duties regarding ordering and purchasing of reagents , services, etc., in order to improve effectiveness and timely expenditure of funding.

7. Good practice in research	+/- almost but not fully implemented	The academics are obliged to take part in regularly organised courses in the field of health and safety at work regulations. However, the lack of sufficient information flow regarding IT support, data archiving, as well as data security and protection was indicated. Necessary actions: - Development of Catalogue of Good Practices in the field of data protection and security.	Action needed: 1) Development of catalogue of good practices in the field of data protection and security.
8. Dissemination, exploitation of results	-/+ = <b>partially</b> implemented	55,5% of respondents agrees that actions are taken to ensure that the results of research reach the general public in such a way that they are understandable for non specialists, thus increasing the level of a common science understanding. Moste of the research done in Maria Sklodowska-Curie National Research Institute of Oncology Gliwice Branch is published in Open Access journals.	Action needed: 1) Online repository providing access to the full text of PhD dissertations will be organized. 2) Permanent series of seminars in oncology filed for scientist and with a special emphasis for non-scientists (e.g. patients and their family) will be organized. 3) During Conference meetings to which NIO PIB takes patronage will be organized at least one session addressed to patients and non-scientists. 4) Through the NIO PIB webpage there will be access to the full profile of each scientist with their full list of work published hyperlinked to the full paper.
9. Public engagement	+/- almost but not fully implemented	The scientists undertake bottom-up initiatives of a local reach, e.g. youth outreach meetings for local high-school students designed to inspire them. However, we lack certain institutionalized mechanics helping our scientists to present their amassed knowledge to the public in a more informal and easy-to-understand way.,	Actions needed: Actions needed: Top-down actions aimed at reaching the society with the results of conducted research, including introducing open popular science sessions to organized conferences, presenting information about ongoing research via social media and also project description for general public on NIO-PIB webpage

		.	
10. Non discrimination	+/- almost but not fully implemented	- The generally applied rule is to ensure the equality of all academics in each area. Most of the respondents indicated the lack of discrimination noticed. Some of the responders do not know or are not aware of how to prevent and avoid discrimination, in particular the free movement of people with disabilities around the institute	Necessary actions: 1) Organisation of trainings for employees and doctoral students, e.g. in the field of counteracting mobbing, discrimination and corruption 2) Checking and visualizing the markings of driveways and elevators
11. Evaluation/ appraisal systems	++ = fully implemented	Pursuant to art.44 sec. 3 and 4 of the Act on research institutes, researchers are subject to periodically evaluate their scientific achievements, conducted by the Scientific Council which includes results of their work, at least once every four years. The Scientific Council takes into account, in particular, the number and quality of patents, implementations, scientific publications as well as ongoing and planned scientific research or development works. The Regulations of periodic evaluation of scientific and technical achievements of scientific and research-technical employees (MSCNRIO Director's Decree no. 26/2021) defines the procedure and principles of periodic assessment. Researchers have the right to submit an application to the Chairman of the Scientific Rally for reassessment of his scientific achievements..	No actions needed
<b>Recruitment and Selection</b>			

<p>12. Recruitment</p>	<p>+/- almost but not fully implemented</p>	<p>The recruitment procedure is based on the national regulations and the internal regulations of MSCNRIO. Admission standards for researchers are clearly specified. The binding internal regulations concerning the recruitment procedure indicate the composition of the selection committee, the phases of the recruitment procedure, as well as the information included in job advertisements (MSCNRIO Director's Order no. 4/2018: for the recruitments to scientific positions Information that the Institute encourages applications from disadvantaged groups, for example researchers with disabilities or individuals returning to a research career, would facilitate access for disadvantaged and underrepresented groups.</p>	<p>Adding the information to the standard job advertisement template that the Institute encourages applications from disadvantaged groups, for example researchers with disabilities or individuals returning to a research career, would facilitate access for disadvantaged and underrepresented groups. Accessibility of MSCNRIO Director's Decree no. 4/2018 should also be increased (publication on Institute's web site)</p>
------------------------	---	--	---

13. Recruitment (Code)	+/- almost but not fully implemented	<p>- Issues regarding the recruitment of science staff are open, efficient and transparent. they are regulated in the national and institutional legal provisions: 1) Act on research institutes, 2) Statute of the MSCNRIO chapter V and VI, 3) Regulations on the competitions for scientific positions (MSCNRIO Director's Decree no. 4/2018) This legal acts define clear, open and efficient recruitment procedures. Moreover, job advertisements give a detailed description of selection criteria and expected competences of the candidates. The competition announcement is published on the Institute's website, as well as on the website of the minister responsible for higher education and science in the Public Information Bulletin and on the website of the European Commission (on European Researcher's Mobility Portal: <a href="http://europa.eu.int/eracareers">http://europa.eu.int/eracareers</a>).</p>	Action needed: 1) Adding information to the standard job advertisement template for the planned period of employment
14. Selection (Code)	-/+ = <b>partially</b> implemented	<p>The binding internal regulations define principles of appointment of selection committees - Regulations on the competitions for scientific positions (MSCNRIO Director's Decree no. 4/2018). The selection committee is appointed by the Director of MSCNRIO after consulting the Scientific Council. It consists of 5 persons appointed by the Director or Director of the branch (the composition of the selection committee appointed by the branch Director is approved by the Director MSCNRIO). The committees are insufficiently balanced with regard to gender.</p>	<p>Securing gender balance in the selection committee (update of the existing detailed procedures for appointing the selection committee). Update the internal regulations so that members of the selection committee should represent various experiences and qualifications. Conduct training of members of the selection committee on non-discrimination recruitment procedures</p>

15. Transparency (Code)	-/+ = <b>partially</b> implemented	The job advertisements of the Institute provide detailed description of requirements and expected qualifications of the candidates (selection criteria), and the number of positions open. The candidates are informed about the career development prospects. All candidates participating in the recruitment procedure obtain written information about the decision concerning the selection of a particular individual Candidates are not informed of the strengths and weaknesses of their application	Introducing the procedure of providing information about causes of not being employed
16. Judging merit (Code)	-/+ = <b>partially</b> implemented	Most of the respondents (59%) do not know or are not aware of recruitment process criteria, remaining have knowledge and confirm the compliance of the recruitment process .	Updating and dissemination the existing detailed recruitment procedures for researchers
17. Variations in the chronological order of CVs (Code)	+/- almost but not fully implemented	The results of the survey show that variations in the chronological order of CVs are not penalized. However, the NIO-PIB lacks internal regulations on this topic. In order to improve transparency of recruitment procedure, the rules should be detailed described.	Necessary actions: 1) creating detailed procedures for the selection committee

18. Recognition of mobility experience (Code)	++ fully implemented	Mobility experience is appreciated during the recruitment process.	No action needed
19. Recognition of qualifications (Code)	-/+ = <b>partially</b> implemented	In accordance with the regulations in force, the academic and professional qualifications of employees are recognized. During the recruitment process or application for a change of the academic title, a thorough assessment of the academic and professional qualifications of the candidate is made. The professional and international mobility of the candidate is also taken into account. There are two current regulations that govern the employee recruitment and engagement process: 1. The Statute of the NIO-PIB of December 20, 2019 - Chapter VI "Criteria and procedure for conducting and announcing a competition for scientific positions" and 2. Ordinance No. 4/2018 of the Director of the Maria Skłodowska-Curie Institute - Oncology Center of January 11, 2018 on the introduction of the "Regulations for the competition for a scientific position at the Maria Skłodowska-Curie Institute - Oncology Center". In addition, information on new competitions for a research position is updated regularly. However, the results of the survey showed that the majority of people (51.5%) do not have sufficient knowledge about the recruitment system for scientific positions.	The necessary actions concern publishing on the NIO-PIB website detailed information on the regulations regulating employment in a scientific position and informing about subsequent competitions for these positions.
20. Seniority (Code)	++ fully implemented	The levels of qualifications required are in line with the needs of the position. During the assessment of the candidate the Institute	No actions needed

		takes into consideration various achievements and professional qualifications.	
--	--	--	--

21. Postdoctoral appointments (Code)	+/- almost but not fully implemented	50% of respondents believe that the Institute has clear rules for employing Postdocs that provide further opportunities for the development of a scientific career. However, 19.8% of the respondents indicated the answer "I don't know". The Institute has internal regulations regarding the recruitment of employees for scientific positions 1. Statute of the NIO-NRI of 20/12/2019 - Chapter VI "Criteria and procedure for conducting and announcing a competition for scientific positions" 2. Ordinance No. 4/2018 of the Director of the Oncology Center - Institute of Maria Skłodowskiej-Curie of January 11, 2018 on the introduction of the "Regulations for the competition for a scientific position at the Oncology Center - Instytut im. Maria Skłodowskiej-Curie ". Based on the above legal acts, each time before the announcement of recruitment for a given position, including postdoc, a separate Order is created regarding the conduct of a given competition	Actions required: 1) Effectively informing all research workers about the applicable regulations regarding the recruitment of research workers by creating a space on the internal website of the Institute in which current legal acts are posted. 2) Appointment of a foreign employee manager in the HR department
<b>Working Conditions and Social Security</b>			
22. Recognition of the profession	-/+ = <b>partially</b> implemented	Half of the respondents declared that people involved in research careers are considered professionals and are treated with respect. However, less than 30% of the respondents have the opposite opinion.	Action needed: 1) creating Researcher's "Wall of Fame" - presenting the profiles of the best scientists in visible places in the Institute building 2) presentation of the profiles of scientists via social media, website itp. 3) broadly informing the community of the institute and the society about the conducted research and the successes of scientists 4) introducing a graphic sign for scientists on badges

23. Research environment	+/- almost but not fully implemented	<p>Creating a favorable environment for scientific research at the NIO PIB in Gliwice is carried out, among others, by: -NIO PIB belongs to a consortium within the Virtual Science Library and this way providing free access to many scientific databases e.g.: ScienceDirect (Elsevier database), SpringerLink, Wiley Online Library, EBSCOhost databases, Nature, Science, Web of Science, SCOPUS, medicine, cancer research -provides its employees, PhD students and students with free access to many different software and information systems e.g.: STATISTICA, Oncentra, Asseco AMMS, MATLAB, ARIA, ONKO.SYS, XERO, MEDSTREAM designer, -covers the publishing costs of a scientific papers that do not have grant support, -once a year for scientifically active researchers the costs related to participation in an international or national conference are reimbursed, -NIO PIB takes patronage of 5 congress meetings organized yearly where for employees, PhD students and students fee and/or accommodation is free of charge or with significant discount. Despite NIO PIB efforts only 60,4% of respondents agrees, 20,8% are not sure and 15,9% disagree that The NIO-PIB in Gliwice cares about creating the most stimulating research environment possible, including through appropriate equipment of workstations, enabling remote cooperation using research networks, and complies with the relevant health and safety regulations.</p>	<p>Action needed: 1.Preparation of an internal website with exclusive access for employees containing repository of all the knowledge related in between to their rights, obligations and benefits ect., 2.Prerparation of guidebook for each employee, PhD students and students at the beginning of their employment containing information about their rights, obligations and benefits, NIO PIB structure and code of conduct ect.</p>
--------------------------	--------------------------------------	---	--

24. Working conditions	++ fully implemented	<p>In accordance with the Work Regulations of the NIO-PIB Branch in Gliwice, introduced by Order No. 44/2020 of the Director of the Branch in Gliwice of 28/12/2020 on the Work Regulations, research workers work no longer than 7 hours 35 minutes a day, from Monday to Friday. They can start working at different times: 7.00, 8.00, 9.00. The employer may individually set the hours of starting and finishing work. In cases justified by the type of work or its organization or place of work, the employer may introduce a task-based working time system. The period of annual leave for a researcher is 36 days. Under national law, workers have different rights related to parentage. These regulations allow, among others for combining work with taking advantage of parental leave, in which case the employment period is reduced to half. During the parental leave, the employee has the right to take up paid work, as well as study or training, if this does not exclude the possibility of personal care for the child</p>	No action needed
------------------------	----------------------	---	------------------

25. Stability and permanence of employment	++ fully implemented	At MSCN-RIO Gliwice Branch employment is based on the principles of the Labor Code, i.e. temporary contracts up to 33 months; in the case of contracts paid from grant funds, apart from MSCN -RIO, contracts are concluded for the duration of the grant or project implementation	No action needed
26. Funding and salaries	++ fully implemented	MSCN-RIO Gliwice Branch ensures timely payment of salaries.	No action needed
27. Gender balance	++ fully implemented	It may be said that the gender balance policy has been fully implemented. Every gender is equally represented on every level of career path and in the decision-making bodies. There are procedures in place which prevent gender bias and mobbing practices. The recruitment process is solely based on merit.	No action needed

28. Career development	+/- almost but not fully implemented	Almost 13% of respondents gave negative answers while almost 22% does not know/has difficulty to answer to the question about the support from NIO-PIB in their career development. This indicates that improvement is needed. NIO-PIB should draw up, preferably within the framework of its human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation (including researchers on fixed-term contracts and PhD students). All researchers should be made familiar with such provisions and arrangements. NIO-PIB should ensure that career advice and job placement assistance is offered to researchers at all stages of their careers, regardless of their contractual situation.	Necessary actions: 1) Preparation of clear descriptions of possible career pathways. 2) Adjustment of internal regulations regarding the selection of the path of professional career by scientists. 3) Implementation of career counseling service for research workers/scientists.
29. Value of mobility	+/- almost but not fully implemented	56.4% of responders confirmed that NIO-PIG in Gliwice implemented the mechanisms leading to recognition of the value of geographical, intersectoral, interdisciplinary, transdisciplinary, or virtual mobility as well as mobility between public and private sectors as an important issue for enhancing scientific knowledge and supporting the professional development of scientists at each career stage.	Necessary actions: 1) More information on the value of mobility in the scientific development of the researchers; adjustments of internal regulations concerning mobility

30. Access to career advice	<b>insufficiently</b> implemented	The institute lacks career advice	Needed action: A career advisor should be employed by NIO-PIB
31. Intellectual Property Rights	+/- almost but not fully implemented	There are existing rules and procedures for proceeding with copyrights of the conducted research results. Most of the respondents (73%) have the knowledge and agree with copyrights rules. Some of the responders (25%) do not know or are not aware of it.	Action needed: 1)Disseminating information about support to benefit from using own results, through legal protection, adequate protection of intellectual property rights, including copyrights Once a year training / HR Management Office
32. Co-authorship	++ fully implemented	There is a clearly defined system for co-authoring a publication or patent that reflects the real contribution of an individual scientist and does not depend on the degree. The efforts of young scientists and doctoral students are appreciated and noticed. The best evidence of it is the positive assessment of the respondents (87.2%) in response to a question regarding the mentioning people involved in the list of co-authors in the creation of a given work.	No action needed
33. Teaching	++ fully implemented	At the NIO-PIB, there is no obligatory academic teaching. Researchers can serve as guest teachers at the Silesian Technical University, Silesian University, or at specialized professional training courses if they wish and if permission from NIO-PIB is obtained. NIO-PIB gives permissions on the reasonable basis. In addition, trainings of early stage researchers by the staff with higher academic titles can be	No action needed

		accounted as their involvement in the teaching process.	
--	--	---	--

		Necessary actions: - adjustment of internal regulations to the above-mentioned needs	
34. Complains/ appeals	+/- almost but not fully implemented	1. In order to counteract unequal treatment in employment, mobbing, harassment and sexual harassment, at the Institute's Branch in Gliwice: 1) an internal anti-mobbing policy described in Annex 6 to Regulation No. 44/2020 of the Branch Director in Gliwice of 28/12/2020 on the Work Regulations has been established, 2) the Order No. 16/2021 of the Branch Director of 16/06/2021 on the prohibition of mobbing and unequal treatment in employment was implemented, 3) the Commission for preventing unequal treatment in employment and counteracting mobbing was appointed by Order No. 5/2018 of the Branch Director in Gliwice of January 29, 2018. 2. In accordance with the Code of Ethics in force at NIO-PIB, referred to in Regulation No. 2/2021 of the Branch Director in Gliwice of January 28, 2021 on the code of ethics and anti-corruption policy: 1) the employee has the opportunity to present to the supervisor proposals for improvement in the activities of units and organizational units of the Institute, 2) employee conflicts should be resolved between the employees between whom they occurred, and as a last resort, the conflict may be resolved by the superior. 3. Job cards, prepared according to the template developed by the Department of Employee Affairs and Payroll, contain provisions on the employee's right to: reporting requests and inquiries to the immediate superior regarding the duties performed, propose to the superiors the choice of working methods and the manner of implementation, without violating the	Due to the number of legal acts in force, it is proposed to create a guidebook indicating the procedure to be followed in the event of infringement

		regulations binding at the Institute. 4. At the Institute, there are procedures enabling a researcher to appeal against the evaluation of his / her scientific achievements, in accordance with Regulation No. 26/2021 of the Director of the Institute of April 2, 2021. 5. In accordance with the Statute of the NIO-PIB of On December 20, 2019, there is a disciplinary officer at the Institute	
35. Participation in decision-making bodies	++ fully implemented	The scientists employed at the Institute are well represented in the decision-making bodies. The employees are able to petition the said bodies through their immediate superiors and on the highest level of the decision-making process there is the Deputy Director for Scientific Matters, who ascertains that all the needs of the scientists are met.	No action needed
<b>Training and Development</b>			
36. Relation with supervisors	++ fully implemented	The vast majority of responders (82.2%) confirmed good relations with their supervisors, allowing regular contact between young researchers and their tutors and representatives.	No action needed

37. Supervision and managerial duties	++ fully implemented	The effect of many years of scientific activity at the NIO-PIB is the development and implementation of an efficient system supporting the scientific and professional development of scientists. There is a range of activities supporting this process, among which the older scientists' involvement in coordinating and monitoring/supervising the younger colleagues' scientific work is crucial/important. The cooperation also concerns the submission and development of scientific projects (regarding statutory research) and subsequent publication activity. The essence of the implemented system is transmitting knowledge and gradual taking over the responsibilities of older, experienced either part-time working or retiring workers by the younger.	No action needed
38. Continuing Professional Development	+/- almost but not fully implemented	Creating a favorable environment for scientific and professional development at the NIO PIB in Gliwice is carried out, among others, by: -once a year for scientifically active researchers (employees) the costs related to participation in an international or national conference are reimbursed, -NIO PIB takes a patronage of 5 congress meetings organized yearly where for employees, PhD students and students fee and/or accommodation is free of charge or with significant discount, -three seminar cycles are conducted every week throughout the academic year, -training courses on various topics are organized each year, -NIO PIB supports financially (fully or partially) employees: specialization trainings, postgraduate studies, PhD studies, language courses, different courses related to employee profession. Despite NIO PIB efforts only 61,4% of respondents agrees, 19,8% are not sure and 18,8% disagree that the NIO PIB creates	Action needed: 1.clear career path for each profession will be established 2.the salary spreads will be smaller allowing more frequent (once a 1-2 years) promotions and wage increases 3.there will be part of the NIO PIB website where a proper access will be only for the employees, PhD students and students/trainee (properly adjusted) where will be available repository of all the knowledge related in between to their rights, obligations and benefits ect., 4.each of employee, PhD students and students at the beginning of their employment will receive a basic documents as a brochure holding in between information about their rights, obligations and benefits, NIO PIB structure and code of conduct ect.

		appropriate conditions for scientific and professional development.	
--	--	---	--

39. Access to research training and continuous development	+/- almost but not fully implemented	<p>The documents functioning at the Institute emphasize the employee's right and obligation to improve professional qualifications and the employer's obligation to facilitate the acquisition and improvement of professional qualifications by employees (NIO-PIB work regulations of the Gliwice Branch, Organizational Regulations of the NIO-PIB Branch in Gliwice, Regulation No. 30/2020 Director of the Branch in Gliwice of 30/09/2020 on the improvement of professional qualifications by employees, job cards prepared according to the template developed by the Department of Employee Affairs and Payroll). In accordance with the Instruction on the rules and conditions for improving professional qualifications by employees, constituting an appendix to Regulation No. 30/2020 of the Branch Director in Gliwice of On 30/09/2020, employees have the right to improve their qualifications on the initiative of the employer or with his consent if the field of education is closely related to the work performed by the employee and is necessary in the performance of tasks at a given position. In accordance with the Regulation No. 1/2018 of the Director of the Branch in Gliwice of 04/01/2018, staff employed in scientific and research positions, employees in the process of carrying out doctoral and postdoctoral theses, and employees interested in a scientific career are obliged and allowed to participate in scientific meetings organized at the Institute in Gliwice. The Institute in Gliwice also provides access to resources enabling professional development through self-education, i.e. the possibility of using the resources of the Scientific Library</p>	<p>Needed action: 1. undertaking by the Institute of activities aimed at obtaining funds for employee training</p>

		(borrowing, reading room, electronic collections) and access to current legal acts through the electronic legal information system used at the Institute in Gliwice (via web browser). Employees meeting certain requirements may participate in competitions for the position of research workers	
40. Supervision	+/- almost but not fully implemented	Half of the respondents believe that the Maria Skłodowska-Curie Institute – Oncology Centre (MSCI) in Gliwice has a transparent system of evaluation of researchers and doctoral students. Many of the respondents are not aware of the existing regulations.	Necessary actions: Regulations on the system of evaluation of researchers and doctoral students will be available on the Internal webpage to all employees and doctoral students. In addition, the regulations will be sent to all interested persons by e-mail once per year. It is required to prepare explanations to the regulations concerning the evaluation of doctoral students (detailed guidelines, e.g. for reports).