

The European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers “A Human Resources Strategy for Researchers incorporating the Charter and Code “

Annex 1: The standard form for internal analysis

<http://ec.europa.eu/euraxess/rights>

I. Ethical and professional aspects

1. Research freedom			
<p>Researchers should focus their research for the good of mankind and for expanding the frontiers of scientific knowledge, while enjoying the freedom of thought and expression, and the freedom to identify methods by which problems are solved, according to recognised ethical principles and practices.</p> <p>Researchers should, however, recognise the limitations to this freedom that could arise as a result of particular research circumstances (including supervision/guidance/management) or operational constraints, e.g. for budgetary or infrastructural reasons or, especially in the industrial sector, for reasons of intellectual property protection. Such limitations should not, however, contravene recognised ethical principles and practices, to which researchers have to adhere.</p>			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Research and Development Strategy of the Republic of Moldova till 2020, GD no.920 of 07.11.2014 • The code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on Science and Innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 • Government Decision no. 983 of 22.12.2012 "On the functioning of institutions of higher education in terms of financial autonomy" • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 	<ul style="list-style-type: none"> • Charter of the Moldova State University Statute of the Moldova State University • Research and Innovation Strategy at the Moldova State University for the period 2015 – 2020 • Personnel Policies Strategy at the Moldova State University • Regulation of the organization and functioning of the Scientific Council within the framework of the Moldova State University • Institutional regulation on organization and functioning of doctoral study programs within the Moldova State University 	<ul style="list-style-type: none"> • Improving or updating of Regulations on scientific research laboratories operation 	<ul style="list-style-type: none"> • Q4 2015 <p>Director of the Research and Innovation Institute of the MSU, heads of the research laboratories</p>

2. Ethical principles			
Researchers should adhere to the recognised ethical practices and fundamental ethical principles appropriate to their discipline(s) as well as to ethical standards as documented in the different national, sectoral or institutional Codes of Ethics.			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • The European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers • The Lima Declaration on Academic Freedom and Autonomy of Institution of Higher Education (1988) • The Magna Charta of European Universities (Bologna, 1988) din Moldova • The code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Framework plan for cycle I (superior studies) no. 202 of 1 July 2002 • Regulation on the organization of master studies, II cycle, no.1455 of 24.12.2007. • Regulation on functioning of ECTS system • Regulation framework on completion of higher education examination of licentiate of 15.02.2008 • Regulation of organization and development of the teaching process in educational institutions of RM no.47 of 24.04.1997 	<ul style="list-style-type: none"> • Charter of the Moldova State University • Code of Ethics of the MSU • Personnel Policies Strategy at the Moldova State University • Regulation of organization and functioning of the Scientific Council within the framework of the Moldova State University • Institutional regulation on organization and functioning of doctoral study programs within the Moldova State University • Ethics Commission of the MSU 	<ul style="list-style-type: none"> • Supervision of compliance of practices, standards and fundamental principles of ethics 	<ul style="list-style-type: none"> • Systematically Ethics Commission of the MSU Senate, the minutes no. 7 dated on 28.02.2012

3. Professional responsibility

Researchers should make every effort to ensure that their research is relevant to society and does not duplicate research previously carried out elsewhere. They must avoid plagiarism of any kind and abide by the principle of intellectual property and joint data ownership in the case of research carried out in collaboration with a supervisor(s) 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 quoted. Researchers should ensure, if any aspect of their work is delegated, that the person to whom it is delegated has the competence to carry it out.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova • The code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Government Decision of the Republic of Moldova no. 1609 of December 31, 2003 on approving the Regulation on intellectual property objects created within the performance of duties 	<ul style="list-style-type: none"> • Personnel Policies Strategy at the Moldova State University (approved at the Senate meeting of 28.03.2014) • Internal Regulation (Senate, decision of 27.09.2005) • Internal Regulation on tutoring activity at the MSU (Senate decision of 21.12.2012 protocol no. 5) 	<ul style="list-style-type: none"> • Introduction in the employment contracts of the researchers of copyright clauses on use and exploitation of Intellectual Property Objects 	<ul style="list-style-type: none"> • Q1, 2016 Research and Innovation Institute, Office of Human Resources

4. Professional attitude

Researchers should be familiar with the strategic goals governing their research environment and funding mechanisms, and should seek all necessary approvals before starting their research or accessing the resources provided. They should inform their employers, funders or supervisor when their research project is delayed, redefined or completed, or give notice if it is to be terminated earlier or suspended for whatever reason.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • The code of the Republic of Moldova about education from July 17, 2014 of no. 152 • The code on science and innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 • Labour Code of the Republic of Moldova • Government Decision no. 983 of 22.12.2012 "On the functioning of institutions of higher education in terms of financial autonomy" • Partnership Agreement between the Government and the ASM 	<ul style="list-style-type: none"> • Charter of the Moldova State University • Code of Ethics of the MSU • Research and Innovation Strategy at the Moldova State University for the period of 2015 – 2020 • Personnel Policies Strategy at the Moldova State University • Framework contract of doctoral studies 	<ul style="list-style-type: none"> • Improving or updating of Regulations on scientific research laboratories operation • Contacts/agreements of the MSU doctorate schools • Individual employment contacts 	<ul style="list-style-type: none"> • Q4, 2015 Director of the Research and Innovation Institute of the MSU, Director of the Research and Innovation Department, heads of the laboratories • Q3, 2015 Councils of Doctoral Schools • Q1 2016 Office of Human Resources, Vice-rector for Social Issues

5. Contractual and legal obligations			
Researchers at all levels must be familiar with the 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 or funders, independently of the nature of their contract. Researchers should adhere to such regulations by delivering the required results (e.g. thesis, publications, patents, reports, new products development, etc) as set out in the terms and conditions of the contract or equivalent document.			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on Science and Innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 • Code of ethics and professional conduct for researchers and academics (<i>Decision of the Attestation Commission of scientific and scientific-pedagogical personnel of NCAA no. AT-3/1 of 23 May 2012</i>) • Partnership Agreement between the Government and ASM • Research and Development Strategy of the Republic of Moldova till 2020, GD no.920 of 07.11.2014 • Guide to the preparation of doctoral thesis and abstract (<i>Decision of the Attestation Commission of NCAA Nr.AT03/11 of 23 April 2009</i>) • Methodology on the development, coordination and approval of job description (<i>Appendix 3 to the Government Decision no.201 of 11 March 2009</i>) • Recommendations on the appointment of the scientific adviser, research project and the thesis topic approval, elaboration of the activity plan of doctoral student • (<i>Decision of the Attestation Commission of scientific and scientific-pedagogical personnel of NCAA no. AT 9/2 of 22 December 2011</i>) • Regulation on scientific and scientific-methodological publications (Decision no. AT-8/1-2 of Attestation Commission of scientific and scientific-pedagogical personnel of 23 December 2010) 	<ul style="list-style-type: none"> • Statute of MSU • Research and Innovation Strategy at the Moldova State University for the period of 2015 – 2020 • Personnel Policies Strategy at the Moldova State University • Code of Ethics of the MSU • Regulation on self-assessment / evaluation of scientific performance • Regulation on granting awards, salary increases and material aid to the MSU employees from the area of science and innovation in the framework of institutional projects 	<ul style="list-style-type: none"> • Concluding/improving employment contracts of the employees in research. • Publication of the research results in scientific journals, monographs, collections and their presentation at scientific forums. • Completing self-assessment / evaluation form of scientific performance • Development and approval of the report on scientific and innovative activity 	<ul style="list-style-type: none"> • Q1, 2016 DRI, Office of Human Resources • Permanently, Project Directors • Q4, Annually, MSU Senate, Research and Innovation Institute, project directors • Q4, Annually, MSU Senate, Research and Innovation Institute, project directors

6. Accountability

Researchers need to be aware that they are accountable towards their employers, funders or other related public or private bodies as well as, on more ethical grounds, towards society as a whole. In particular, researchers funded by public funds are also accountable for the efficient use of taxpayers' money. Consequently, they should adhere to the principles of sound, transparent and efficient financial management and cooperate with any authorised audits of their research, whether undertaken by their employers/funders or by ethics committees. Methods of collection and analysis, the outputs and, where applicable, details of the data should be open to internal and external scrutiny, whenever necessary and as requested by the appropriate authorities.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on Science and Innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Labour Code of the Republic of Moldova no. 154 of 28.03.2003 • Code of ethics and professional conduct for researchers and academics (<i>Decision of the Attestation Commission of scientific and scientific-pedagogical personnel of NCAA no. AT-3/1 of 23 May 2012</i>) • Tax Code of the RM, 1997 • Regulation on accreditation of organizations in the field of science and innovation • Regulation on attestation of scientific and scientific-pedagogical personnel of high qualification • Methodology on the development, coordination and approval of job description (<i>Appendix 3 to the Government Decision no.201 of 11 March 2009</i>) • Regulation on the functioning of institutions of higher education in terms of financial autonomy (<i>Annex no.1 on Government Decision no. 983 of 22.12.2012</i>) 	<ul style="list-style-type: none"> • Statute of the MSU • Research and Innovation Strategy at the Moldova State University for the period of 2015 – 2020 • Code of Ethics of the MSU • Self-assessment / evaluation form of scientific performance • Job description • Regulation on granting awards, salary increases and material aid to the MSU employees from the area of science and innovation in the framework of institutional projects • The MSU Senate decision on stimulation of publications in journals with IF, 2011 • Regulation on occupation of scientific functions at the MSU 	<ul style="list-style-type: none"> • Preparation/concluding of project finance contracts • Internal Audit • Development, public presentation and approval of scientific and innovative activity report 	<ul style="list-style-type: none"> • Q1, Annually Research and Innovation Institute, project directors • Quarterly, Research and Innovation Institute, project directors • Q4 Annually, MSU Senate, Research and Innovation Institute, project directors

7. Good practice in research

Researchers should at all times adopt safe working practices, in line with national legislation, including taking the necessary precautions for health and safety and for recovery from information technology disasters, e.g. by preparing proper back-up strategies. They should also be familiar with the current national legal requirements regarding data protection and confidentiality protection requirements, and undertake the necessary steps to fulfil them at all times.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Law no. 625/1991 on labour protection • National Development Strategy (NDS) for 2008-2011 (2007) • Law no. 133/2011 "On protection of personal data" • Government Decision no. 1123/2010 "On requirements approval for the assurance of personal data security at their processing within the information systems of personal character data » • Government Decision no. 296/2012 "On approval of the Regulation of the ledger of personal data controllers" 	<ul style="list-style-type: none"> • Statute of the MSU • Personnel Policies Strategy at the Moldova State University • Regulation on labour protection • Collective employment agreement (2011) 	<ul style="list-style-type: none"> • Monitoring compliance measures required to protect the health and safety • Institutional regulation on personal data protection 	<ul style="list-style-type: none"> • Systematically, Department of Institutional Development, Trade Union, labour protection engineer • Q2, 2015 Vice-rector for Social Issues Office of Human Resources

8. Dissemination, exploitation of results

All researchers should ensure, in compliance with their contractual arrangements, that the results of their research are disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Senior researchers, in particular, are expected to take a lead in ensuring that research is fruitful and that results are either exploited commercially or made accessible to the public (or both) whenever the opportunity arises.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> Code on Science and Innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 	<ul style="list-style-type: none"> Dessimination of the reserach results : conferences, symposia, publications at national and international level. The Moldova State University holds Editorial-Polygraphic Center of the MSU The Moldova State University publishes monthly Newspaper “Universitatea” “Buletinului Informativ al USM” is posted online monthly 	<ul style="list-style-type: none"> Development of a guide on dissemination of the research results, which would facilitate the presentation, communication etc. Organizing seminars on writing articles, relevant scientific materials for scientific journals with the impact factor Permanent update of the MSU website devoted to the research issues Development and policies approval of Open Access of the MSU and of the scientific journal “Studia Universitatis Moldaviae” 	<ul style="list-style-type: none"> Q4, 2015. Research and Innovation Institute Sistematically, Research and Innovation Institute, the MSU Central Library Permanently, Research and Innovation Institute, directors of research laboratories and doctoral schools Q4, 2015 Institute of Research and Innovation, the MSU Central Library

9. Public engagement

Researchers should ensure that their research activities are made known to society at large in such a way that they can be understood by nonspecialists, thereby improving the public's understanding of science. Direct engagement with the public will help researchers to better understand public interest in priorities for science and technology and also the public's concerns.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on Science and Innovation of the Republic of Moldova (no. 259-XV of 15.07.2004) • (Article 43; Article 129, para (j) and (o)) • Law on Volunteering (no. 121 of 18.06.2010) • Research and Development Strategy of the Republic of Moldova till 2020, GD no.920 of 07.11.2014 	<ul style="list-style-type: none"> • Statute of the MSU • Research and Innovation Strategy at the Moldova State University for the period of 2015 – 2020 • The MSU Newspaper • The MSU Information Bulletin • Radio station Unda Liberă of the Faculty of Journalism and Communication Sciences • Participation in programs organized by various national radio and TV stations • MSU official website and faculties websites 	<ul style="list-style-type: none"> • Stimulation of interdisciplinary research • Popularization of scientific research results in the media (publications, TV and radio programs) • Organization of public lectures and thematic round tables in order to inform the public about scientific achievements of the University • Promoting cooperation between the University and the community (organization of volunteering activities with the participation of staff and students of the University, voluntary involvement of researchers and other employees of the University in humanitarian activities and similar civil society activities etc.). 	<ul style="list-style-type: none"> • Systematically, Research and Innovation Institute • Systematically, Public Relations Office; The MSU Newspaper • Systematically, Research and Innovation Institute, MSU 13 Faculties • Systematically, MSU Faculties, Research and Innovation Institute

10. Non discrimination

Employers and/or funders of researchers will not discriminate against researchers in any way on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Law on equality assurance no.121 of 25.05.2012, published in the Official Monitor of RM no. 103 of 29.05.2012 • Law on ensuring equal opportunities for women and men no. 5 of 09.02.2006, published the Official Monitor of RM no. 47-50 	<ul style="list-style-type: none"> • Personnel Policies Strategy at the Moldova State University • Code of Ethics of the MSU 	<ul style="list-style-type: none"> • Promotion of impartiality and fairness by eliminating all forms of discrimination. • Encouraging participation in various competitions for young scientists/researchers 	<ul style="list-style-type: none"> • Systematically, Rector's Office, Human Resources Office, Independent Assessment Committee • Permanently, MSU Senate, Research and Innovation Institute

11. Evaluation/ appraisal systems

Employers and/or funders should introduce for all researchers, including senior researchers, evaluation/appraisal systems for assessing their professional performance on a regular basis and in a transparent manner by an independent (and, in the case of senior researchers, preferably international) committee.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on Science and Innovation of the Republic of Moldova (no. 259-XV of 15.07.2004) • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 	<ul style="list-style-type: none"> • Research and Innovation Strategy at the Moldova State University for the period 2015 – 2020 • Personnel Policies Strategy at the Moldova State University • Regulation of organization and functioning of the Scientific Council within the framework of the the Moldova State University • Institutional regulation on organization and functioning of doctoral study programs within the Moldova State University • Regulation on merit gradation, 2012 • Regulation about stimulating authors who publish in journals with the impact factor, approved by the MSU Senate meeting of 21.06.2012 	<ul style="list-style-type: none"> • Formation of the Independent Assessment Committee • Updating of evaluation form for researchers 	<ul style="list-style-type: none"> • Q4, 2015 Rector's Office, Vice-rector for research, Director of the Research and Innovation Institute Systematically, Vice-rector for research, Director of the Research and Innovation Institute, Heads of research laboratories, Head of the Independent Assessment Committee

II. Recruitment

12. Recruitment

Employers and/or funders should ensure that the entry and admission standards for researchers, particularly at the beginning at their careers, are clearly specified and should also facilitate access for disadvantaged groups or for researchers returning to a research career, including teachers (of any level) returning to a research career. Employers and/or funders of researchers should adhere to the principles set out in the Code of Conduct for the Recruitment of Researchers when appointing or recruiting researchers.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on Science and Innovation of the Republic of Moldova no. 259-XV of 15.07.2004 • Regulation on mode of occupation of didactic positions in higher education institutions (Government Decision no. 854 of 21.09.2010) 	<ul style="list-style-type: none"> • Statute of the MSU • Regulation on occupation of scientific functions at the MSU • Personnel Policies Strategy at the Moldova State University 	<ul style="list-style-type: none"> • Respecting legal principles and requirements in force of researchers • Ensuring favorable conditions of employment in research and supporting disadvantaged people 	<ul style="list-style-type: none"> • Permanently, Rector's Office, Directorate of the Institute of Research and Innovation, Human Resources Office

13. Recruitment (Code)

Employers and/or funders should establish recruitment procedures which are open, efficient, transparent, supportive and internationally comparable, as well as tailored to the type of positions advertised. Advertisements should give a broad description of knowledge and competencies required, and should not be so specialised as to discourage suitable applicants. Employers should include a description of the working conditions and entitlements, including career development prospects. Moreover, the time allowed between the advertisement of the vacancy or the call for applications and the deadline for reply should be realistic.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova, published in the Official Monitor of the RM on 29.07.2003 no. 159-162 • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Regulation on mode of occupation of didactic positions in higher education institutions (Government Decision no. 854 of 21.09.2010) • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 	<ul style="list-style-type: none"> • Personnel Policies Strategy at the Moldova State University, approved on March 28 2014 no. 01/623 • Code of Ethics of the Moldova State University • Collective employment agreement for 2011-2015, approved by the Senate Decision of 01.03.2011 • Regulation on occupation of functions at the MSU 	<ul style="list-style-type: none"> • Ensuring transparency and opening of the recruitment procedures of candidates. • Monitoring procedures for job vacancy announcement • Updating and improving of norms and recruitment rules. 	<ul style="list-style-type: none"> • Annually, Vice-rector for social issues, Human Resources Office, Research and Innovation Institute • Q4, 2015 Vice-rector for social issues, Human Resources Office, Research and Innovation Institute

14. Selection (Code)

Selection committees should bring together diverse expertise and competences and should have an adequate gender balance and, where appropriate and feasible, include members from different sectors (public and private) and disciplines, including from other countries and with relevant experience to assess the candidate. Whenever possible, a wide range of selection practices should be used, such as external expert assessment and face-to-face interviews. Members of selection panels should be adequately trained should be realistic.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none">• Code of the Republic of Moldova about education from July 17, 2014 of no. 152• Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004• Regulation on mode of occupation of didactic positions in higher education institutions (Government Decision no. 854 of 21.09.2010)	<ul style="list-style-type: none">• Personnel Policies Strategy at the Moldova State University, approved on March 28 2014• Research and Innovation Strategy at the MSU for 2015-2020• Regulation on occupation of functions at the MSU• Activity of the Competition Commission for occupation of vacancies.	<ul style="list-style-type: none">• Development and diversification of the evaluation criteria of researchers. Developing criteria for selecting candidates involving representatives with experience in the field. Preparing and updating practice of selection for assessing candidates• Establishing an Evaluation Committee of the candidates.	<ul style="list-style-type: none">• Q4, 2015 Rector's Office, Research and Innovation Institute, Human Resources Office

15. Transparency (Code)

Candidates should be informed, prior to the selection, about the recruitment process and the selection criteria, the number of available positions and the career development prospects. They should also be informed after the selection process about the strengths and weaknesses of their applications.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none">• Code of the Republic of Moldova about education from July 17, 2014 of no. 152• Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004	<ul style="list-style-type: none">• Personnel Policies Strategy at the Moldova State University• Regulation on the processing and protection of personal data, approved in April 2015• Regulation on occupation of functions at the MSU• Activity of the Competition Commission for occupation of vacancies• Publication of information on vacancies (Newspaper Făclia, the MSU website)	<ul style="list-style-type: none">• Providing free access to the information about the recruitment process and the criteria for selection of candidates. Respecting transparency principles and ensuring the confidentiality of data and information required by law in force	<ul style="list-style-type: none">• Systematically, Research and Innovation Institute, Human Resources Office

16. Judging merit (Code)

The selection process should take into consideration the whole range of experience of the candidates. While focusing on their overall potential as researchers, their creativity and level of independence should also be considered. This means that merit should be judged qualitatively as well as quantitatively, focusing on outstanding results within a diversified career path and not only on the number of publications. Consequently, the importance of bibliometric indices should be properly balanced within a wider range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, management of research and innovation and public awareness activities. For candidates from an industrial background, particular attention should be paid to any contributions to patents, development or inventions.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • Decision on approval of the organization and conduct of the Contest "Excellence Thesis of the Year" since 05 July 2010. • Regulation Awards ASM 2014, approved through the Decision SCSTD no.184 of 27.09.2012 • Government Decision of the RM on Government Scholarships of Excellence and Nominal Scholarship (in domain) for doctoral students (no. 161 of 15.02.2008) 	<ul style="list-style-type: none"> • Research and Innovation Strategy of the Moldova State University for 2015-2020 • Personnel Policies Strategy at the Moldova State University • Regulation on Merit Gradation of the Moldova State University • Regulation about stimulating authors who publish in journals with the impact factor, approved by the MSU Senate meeting of 21.06.2012 	<ul style="list-style-type: none"> • Development and diversification of the evaluation criteria of the potential researchers. • Updating Regulation on merit gradation of the MSU, and Regulation on stimulating authors who published articles in research journals with impact factor. • Stimulating and supporting the experience and creativity of the candidates 	<ul style="list-style-type: none"> • Q4, 2015 Research and Innovation Institute, Human Resources Office • Annually, Rector's Office, Research and Innovation Institute, Deans of the Faculties

17. Variations in the chronological order of CVs (Code)

Career breaks or variations in the chronological order of CVs should not be penalised, but regarded as an evolution of a career, and consequently, as a potentially valuable contribution to the professional development of researchers towards a multidimensional career track. Candidates should therefore be allowed to submit evidence-based CVs, reflecting a representative array of achievements and qualifications appropriate to the post for which application is being made.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • National Qualifications Framework of the Republic of Moldova 	<ul style="list-style-type: none"> • Research and Innovation Strategy of the Moldova State University for 2015-2020 • Personnel Policies Strategy at the Moldova State University 	<ul style="list-style-type: none"> • Development and diversification of the evaluation criteria of the potential researchers. • Valuing abilities and skills of the researchers, acquired during mobilities, in the university activity. 	<ul style="list-style-type: none"> • Q4, 2015 Research and Innovation Institute, Human Resources Office • Permanently, Research and Innovation Institute, Human Resources Office

18. Recognition of mobility experience (Code)

Any mobility experience, e.g. a stay in another country/region or in another research setting (public or private) or a change from one discipline or sector to another, whether as part of the initial research training or at a later stage of the research career, or virtual mobility experience, should be considered as a valuable contribution to the professional development of a researcher.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> Code of the Republic of Moldova about education from July 17, 2014 of no. 152 Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 Regulation framework on academic mobility in higher education (Government Decision no. 56 of January 27, 2014) 	<ul style="list-style-type: none"> Personnel Policies Strategy at the Moldova State University Beginning with 2007 the MSU is an active participant of the EU program of academic mobility Erasmus Mundus, being the partner during the period of 2007-2015 in 7 projects. the MSU has adopted the practice of managing the academic mobility and methodology of mobility results recognition fulfilled in the host institution forseen by this program, as well as of the Erasmus program (mobility between HEI from EU) Academic mobility is one of the indicators that has been used in the evaluation process of the scientific and didactic-scientific staff activity. 	<ul style="list-style-type: none"> Development of the Institutional Regulation that will describe the mode of participation of students (cycle I, II, doctoral studies), of the researchers and of the didactic personnel in the academic mobility programs and methodology of the mobility results recognition of the results of the fulfilled mobility. Stimulating and supporting academic mobility and appreciating accumulated experience through researchers' mobility. 	<p>Q4, 2015 Research and Innovation Institute, Department of International Relations, Study Office, Department of Quality Management</p> <ul style="list-style-type: none"> Q4, 2015, Research and Innovation Institute, Department of International Relations, Study Office, Department of Quality Management

19. Recognition of qualifications (Code)

Employers and/or funders should provide for appropriate assessment and evaluation of the academic and professional qualifications, including nonformal qualifications, of all researchers, in particular within the context of international and professional mobility. They should inform themselves and gain a full understanding of rules, procedures and standards governing the recognition of such qualifications and, consequently, explore existing national law, conventions and specific rules on therecognition of these qualifications through all available channels.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none">• Code of the Republic of Moldova about education from July 17, 2014 of no. 152• Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004• National Qualifications Framework of the Republic of Moldova	<ul style="list-style-type: none">• The MSU recognizes academic and professional qualifications on the basis of (ISCED) international standard and on the basis of national methodology.• The MSU was the national coordinator for the development of the National Qualifications Framework for about 30 domain of professional formation.	<ul style="list-style-type: none">• The MSU offers requalification or training/formation of some professional competencies through continuing formation	<ul style="list-style-type: none">• Permanently Rector's Office, Continuing Education Department

20. Seniority (Code)

The levels of qualifications required should be in line with the needs of the position and not be set as a barrier to entry. Recognition and evaluation of qualifications should focus on judging the achievements of the person rather than his/her circumstances or the reputation of the institution where the qualifications were gained. As professional qualifications may be gained at an early stage of a long career, the pattern of lifelong professional development should also be recognised.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none">• Code of the Republic of Moldova about education from July 17, 2014 of no. 152• Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004• Labour Code of the Republic of Moldova• Regulation on the mode of occupation of didactic positions in higher education institutions (Government Decision no. 854 of 21.09.2010)	<ul style="list-style-type: none">• Regulation on occupation of scientific functions at the MSU• Regulation on occupation of didactic-scientific functions at the MSU• Personnel Policies Strategy at the Moldova State University• Job description	<ul style="list-style-type: none">• Making the managers responsible for correct evaluation and appreciation of the candidates for the positions according to the gained professional qualifications.	<ul style="list-style-type: none">• Systematically, Rector's Office, Human Resources Office

21. Postdoctoral appointments (Code)

Clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and the objectives of such appointments, should be established by the institutions appointing postdoctoral researchers. Such guidelines should take into account time spent in prior postdoctoral appointments at other institutions and take into consideration that the postdoctoral status should be transitional, with the primary purpose of providing additional professional development opportunities for a research career in the context of long-term career prospects.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 • Regulation on the organization of the doctoral and postdoctoral studies (no.42-44 (3135-3137) of 29.02.2008) 	<ul style="list-style-type: none"> • Research and Innovation Strategy at the Moldova State University for the period of 2015-2020 • Institutional Regulation of organization and functioning of doctoral studies programs within the framework of the Moldova State University • Public presentation of the results of postdoctoral studies at the MSU Senate Meeting after the first year of studies 	<ul style="list-style-type: none"> • Establishing presentation and evaluation criteria of the annual reports for postdoctorate. • Development of the framework agreement/contract for postdoctoral studies 	<ul style="list-style-type: none"> • Q4, 2015 Vice-rector for research, President of the Scientific Council, Directors of Doctoral Schools • Q2, 2015 Vice-rector for research, Doctoral Studies Office

III. Working conditions and social security

22. Recognition of the profession

All researchers engaged in a research career should be recognized as professionals and be treated accordingly. This should commence at the beginning of their careers, namely at postgraduate level, and should include all levels, regardless of their classification at national level (e.g. employee, postgraduate student, doctoral candidate, postdoctoral fellow, civil servants).

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004, art. 148-159 • Labour Code of the Republic of Moldova, published on 29.07.2003 in the Official Monitor of the Republic of Moldova 	<ul style="list-style-type: none"> • Regulation on occupation of scientific functions (2007) • Regulation of DRI functioning (2009) • Annual plan of DRI activity 	<ul style="list-style-type: none"> • Improving Regulation on occupation of scientific functions • Ensuring juridic protection of scientific researchers at the steps of master's and doctoral university studies, professional improvement through national and international internships, the possibility of the advancement at all the levels of the career of scientific researcher, depending on the gained experience, participation and recognition as the author of scientific product obtained through the activity 	<p>Q4, 2015, Research and Innovation Institute, Human Resources Office</p> <ul style="list-style-type: none"> • Permanently, Research and Innovation Institute

23. Research environment

Employers and/or funders of researchers should ensure that the most stimulating research or research training environment is created which offers appropriate equipment, facilities and opportunities, including for remote collaboration over research networks, and that the national or sectoral regulations concerning health and safety in research are observed. Funders should ensure that adequate resources are provided in support of the agreed work programme.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004, art. 148-159 	<ul style="list-style-type: none"> • Research and Innovation Strategy at Moldova State University for the period 2015-2020 	<ul style="list-style-type: none"> • Modernization of the equipment infrastructure for education and research, including through ensuring the funding from the MSU budget. • Development and application of the evaluation criteria of the scientific activity for its stimulation. • Extension of the research partnerships; supporting research mobility. 	<ul style="list-style-type: none"> • Annually, Rector's Office, Vice-rector for research, Study Office, Research and Innovation Institute • Annually, Vice-rector for research, Research and Innovation Institute Annually, Rector's Office, Research and Innovation Institute

24. Working conditions

Employers and/or funders should ensure that the working conditions for researchers, including for disabled researchers, provide where appropriate the flexibility deemed essential for successful research performance in accordance with existing national legislation and with national or sectoral collective bargaining agreements. They should aim to provide working conditions which allow both women and men researchers to combine family and work, children and career. Particular attention should be paid, inter alia, to flexible working hours, part-time working, tele-working and sabbatical leave, as well as to the necessary financial and administrative provisions governing such arrangements.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> Labour Code of the Republic of Moldova 	<ul style="list-style-type: none"> Statute of the MSU Collective employment agreement for 2011-2015, approved on 01.03.2011, ch. III-VII 	<ul style="list-style-type: none"> Ensuring the norms and rules of labour protection. Establishing compensations for the employees working in services in harmful conditions Flexible working program of didactic-scientific staff employed in research 	<ul style="list-style-type: none"> Annually, Research and Innovation Institute Annually, Research and Innovation Institute, Trade Union Annually, Project Directors

25. Stability and permanence of employment

Employers and/or funders should ensure that the performance of researchers is not undermined by instability of employment contracts, and should therefore commit themselves as far as possible to improving the stability of employment conditions for researchers, thus implementing and abiding by the principles and terms laid down in the EU Directive on Fixed-Term Work.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Research-development strategy of the RM till 2020 • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • Labour Code of the Republic of Moldova, published on 29.07.2003 in the Official Monitor of the Republic of Moldova, no. 159-162 • Partnership Agreement between the Government and the Academy of Science of Moldova • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 	<ul style="list-style-type: none"> • Research and Innovation Strategy at the Moldova State University for the period of 2015-2020 • Regulation on occupation of scientific functions (2007) 	<ul style="list-style-type: none"> • Providing favorable conditions for research employees, encouraging creation and free research. • Ensuring connection between education, research, business media, labour market • Ensuring continuity of the research schools and successful joining of the research with superior studies of doctorat within the framework of Doctoral Schools 	<ul style="list-style-type: none"> • Permanently, Rector's Office, Directorate of the Research and Innovation Institute • Permanently, Rector's Office, the MSU Subdivisions • Permanently, Rector's Office, Research and Innovation Institute, Doctoral Schools

26. Funding and salaries

Employers and/or funders of researchers should ensure that researchers enjoy fair and attractive conditions of funding and/or salaries with adequate and equitable social security provisions (including sickness and parental benefits, pension rights and unemployment benefits) in accordance with existing national legislation and with national or sectoral collective bargaining agreements. This must include researchers at all career stages including early-stage researchers, commensurate with their legal status, performance and level of qualifications and/or responsibilities.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Labour Code of the Republic of Moldova no. 154 of 28.03.2003 • Tax Code of the Republic of Moldova, 1997 • Partnership Agreement between the Government and ASM • Law on the wage system in the public sector, no. 355-XVI of 23.12.2005 • Government Decision no. 47 of 12.01.2007 on the salaries of employees of public organizations in science and innovation financed from the state budget • Government Decision no. 381 of 13.04.2006 on the conditions of employment of the staff of budgetary units • Government Decision no. 983 of 12.22.2012 on the functioning of institutions of higher education in terms of financial autonomy • Government Decision no. 195 of 13.03.2013 on the conditions of employment of the staff of institutions of higher education with financial autonomy • Methodology on the development, coordination and approval of job descriptions (Annex 3 to the Government Decision no.201 of 11 March 2009) • Regulation on approval of the Situation on the procedure for calculation of length of service for payment of the length-of-service allowance to workers of the budget sphere which compensation is performed on the basis of the Single scale of charges (Government Decision no. 801 of 20.07.2007) 	<ul style="list-style-type: none"> • Statute of the Moldova State University • Self-assessment / evaluation form of scientific performance • Regulation on granting awards, salary increases and material aid to the MSU employees from the area of science and innovation in the framework of institutional projects • Collective engagement agreement 2011-2015. • Regulation on MSU academic performance assessment 2014 	<ul style="list-style-type: none"> • Preparation of project finance agreements • Remuneration based on scientific performance evaluation • Application of financial stimulus to encourage the development of skills and competences 	<ul style="list-style-type: none"> • Q1, annually Research and Innovation Institute, Project Directors • Q1, annually Research and Innovation Institute, Human Resources Office • Permanently, Research and Innovation Institute, Accountancy Office, Planning and Finance Office

27. Gender balance

Employers and/or funders should aim for a representative gender balance at all levels of staff, including at supervisory and managerial level. This should be achieved on the basis of an equal opportunity policy at recruitment and at the subsequent career stages without, however, taking precedence over quality and competence criteria. To ensure equal treatment, selection and evaluation committees should have an adequate gender balance.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152 • Law on equality assurance no.121 of 25.05.2012, published in the Official Monitor of the RM • Law on ensuring equal opportunities for women and men no. 5 of 09.02.2006, published the Official Monitor of the RM no. 47-50 	<ul style="list-style-type: none"> • Collective engagement agreement 2011-2015 • Code of Ethics of the MSU • Personnel Policies Strategy at the Moldova State University, approved on March 28, 2014 	<ul style="list-style-type: none"> • Promoting and respecting the criteria and requirements to ensure equal opportunities for candidates. 	<ul style="list-style-type: none"> • Annually, Human Resources Office, Research and Innovation Institute

28. Career development

Employers and/or funders of researchers should draw up, preferably within the framework of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation, including for researchers on fixed-term contracts. It should include the availability of mentors involved in providing support and guidance for the personal and professional development of researchers, thus motivating them and contributing to reducing any insecurity in their professional future. All researchers should be made familiar with such provisions and arrangements.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 of no. 152, art.79; art.117; art.118: art.120: art.134. • Framework Regulation Department HEI (671 of 06.08.2010) • Regulation on the mode of occupation of didactic positions in the higher education institutions (MO 182-189 of 28.09.2010). • National Framework of Qualifications 	<ul style="list-style-type: none"> • Charter of the Moldova State University (31.03.2015). • Personnel Policies Strategy at the Moldova State University (no.01/623 of 28.03.2014) • Regulation on organization in the framework of the MSU of the competitions <i>Teacher of the Year</i> and <i>The Most Successful Didactic Debut</i> (26.03.2012). • Regulation on granting merit gradation (28.02.2012) • Chair Regulation (no.671 of 06.08.2010) • Department Regulation (26.02.2013) 	<ul style="list-style-type: none"> • Identifying the master students with high performance and promoting them to doctoral studies • Encouraging young teachers and academic staff with high performance financially and morally • Performance evaluation of the academic staff / teachers • Competition based employment on the basis of research results and academic performance 	<ul style="list-style-type: none"> • Permanently Dean's Offices • Periodically Rector's Office • Periodically Students Department of Quality Management • Annually/ Independent Assessment Committee

29. Value of mobility

Employers and/or funders must recognize the value of geographical, intersectorial, inter- and trans-disciplinary and virtual mobility as well as mobility between the public and private sector as an important means of enhancing scientific knowledge and professional development at any stage of a researcher's career. Consequently, they should build such options into the specific career development strategy and fully value and acknowledge any mobility experience within their career progression/appraisal system. This also requires that the necessary administrative instruments be put in place to allow the portability of both grants and social security provisions, in accordance with national legislation.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> Code of the Republic of Moldova about education from July 17, 2014 Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 Regulation framework on academic mobility in higher education (Government Decision no. 56 of January 27, 2014) 	<ul style="list-style-type: none"> Personnel Policies Strategy at the Moldova State University Beginning with 2007 the MSU is an active participant of the EU program of academic mobility Erasmus Mundus, being the partner during the period of 2007-2015 in 7 projects. The MSU has adopted the practice of managing the academic mobility and methodology of mobility results recognition fulfilled in the host institution forseen by this program, as well as of the Erasmus program (mobility between HEI from EU) Academic mobility is one of indicators that has been used in the evaluation process of the scientific and didactic-scientific staff activity. 	<ul style="list-style-type: none"> Development of the Institutional Regulation that will describe the mode of participation of students (cycle I, II, doctoral studies), of the researchers and of the didactic personnel in the academic mobility programs and methodology of the mobility results recognition of the results of the fulfilled mobility. 	<ul style="list-style-type: none"> Q4, 2015 Department of International Relations, Study Office, Department of Quality Management,

30. Access to career advice / Access to professional training in research and continuing development

Employers and/or funders should ensure that career advice and job placement assistance, either in the institutions concerned, or through collaboration with other structures, is offered to researchers at all stages of their careers, regardless of their contractual situation.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014, Article 110, para 4; Article 130; Articles 123-124 • Order of ME of 20.05.1996 „On improving the organization of activity of the professorial-didactic body of higher education institutions” • Labour Code of the Republic of Moldova • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004 • Research-development strategy of the Republic of Moldova till 2020 	<ul style="list-style-type: none"> • Research and innovation strategy at the Moldova State University for the period of 2015-2020 • Regulation on the continuing professional development of the didactic personnel at the Moldova State University • Continuing Education Office • Centre of Career Guidance and Labour Market Relations 	<ul style="list-style-type: none"> • Development opportunities for young researchers • Development opportunities for researchers in the framework of postdoctoral programs, as well as for the postdoctoral period, taking into account the context of long-term career prospects • Short-term qualifications and improvements for the academic staff 	<ul style="list-style-type: none"> • Q4 2015 Centre of Career Guidance and Labour Market Relations • Permanently, Research and Innovation Institute of the MSU in collaboration with doctoral schools of the MSU • Sistematically, Continuing Education Office

31. Intellectual Property Rights

Employers and/or funders should ensure that researchers at all career stages reap the benefits of the exploitation (if any) of their R&D results through legal protection and, in particular, through appropriate protection of Intellectual Property Rights, including copyrights. Policies and practices should specify what rights belong to researchers and/or, where applicable, to their employers or other parties, including external commercial or industrial organisations, as possibly provided for under specific collaboration agreements or other types of agreement.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Law on Patents for Inventions no. 50-XVI (adopted on 07.03.2008, enters in force from 04.10.2008) • Government Decision of the Republic of Moldova No. 1609 of December 31, 2003 Approving the Regulation on the Objects of Intellectual Property Created During the Performance of Duties • Government Decision of the Republic of Moldova No. 257 of April 2, 2009, on Approval of the Regulation for the Board of Appeals of the State Agency for Intellectual Property • Law on the Protection of Industrial Designs No. 161-XVI of July (adopted on 12, 2007, enters in force from 01.12.2007) • Code on science and research of the Republic of Moldova, no. 259-XV of 15.07.2004, art.38, 39, 43 	<ul style="list-style-type: none"> • Giving methodical assistance in the field of intellectual property by the MSU Intellectual Property Office • Practices of the MSU Senate Ethics Commission 	<ul style="list-style-type: none"> • Organizing public Seminars on intellectual property protection and on copyrights in the research process, reporting and disseminating the scientific results • Introducing in the employment agreements clauses on copyright, using and exploiting of Intellectual Property Objects 	<ul style="list-style-type: none"> • Sistematically Research and Innovation Institute • Q4 2015, Research and Innovation Institute, Human Resources Office

32. Co-authorship

Co-authorship should be viewed positively by institutions when evaluating staff, as evidence of a constructive approach to the conduct of research. Employers and/or funders should therefore develop strategies, practices and procedures to provide researchers, including those at the beginning of their research careers, with the necessary framework conditions so that they can enjoy the right to be recognised and listed and/or quoted, in the context of their actual contributions, as co-authors of papers, patents, etc, or to publish their own research results independently from their supervisor(s).

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Law on Copyright and Neighbouring Rights No. 139 (adopted on 02.07.2010, enters in force on 01.01.2011) • Law of the Republic of Moldova no. 939-XIV of 20.04.2000 on Editorial Activity • Government Decision No. 641 of July 12, 2001 on the Minimum Fees for Authors' Rewards 	<ul style="list-style-type: none"> • Involving young researchers as co-author of scientific papers, patents • Organizing interdisciplinary scientific events • MSU Merit Gradation 	<ul style="list-style-type: none"> • Intensifying collaborations on implementing projects offers in multidisciplinary research groups. • Taking part in conferences and publicating research results both in co-authorships and individually 	<ul style="list-style-type: none"> • Q4, 2015, Research and Innovation Institute • Permanently Research and Innovation Institute

33. Teaching

Teaching is an essential means for the structuring and dissemination of knowledge and should therefore be considered a valuable option within the researchers' career paths. However, teaching responsibilities should not be excessive and should not prevent researchers, particularly at the beginning of their careers, from carrying out their research activities. Employers and/or funders should ensure that teaching duties are adequately remunerated and taken into account in the evaluation/appraisal systems, and that time devoted by senior members of staff to the training of early stage researchers should be counted as part of their teaching commitment. Suitable training should be provided for teaching and coaching activities as part of the professional development of researchers.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014, Article 119, Article 120, Article 113, Article 134. • Order of ME no.191 of 07.06.1995 „On the regulations approval of the didactic/teaching load of the professorial-didactic body in higher education institutions” • Order of ME no. 175 of 20.05.1996 „On improving the organization of activity of the professorial-didactic body of higher education institutions” • Order of ME no. 199 of 07.04.2011 „On the realization of the psycho-pedagogical module by the didactic staff from higher education” • Regulation on specialized scientific councils functioning and conferring scientific degrees, scientific and scientific-didactic titles in the Republic of Moldova (25.11.2004). • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 	<ul style="list-style-type: none"> • Regulation on the organization of the educational process at the MSU (28.08.2012). • Regulation on the continuing professional formation/development of the didactic staff from the MSU (2009). • Offering psycho-pedagogical module in the framework of master studies, to the future didactic staff. • Offering continuing formation internships to the young employees. • Organizing methodical seminars 	<ul style="list-style-type: none"> • Judicious correlation of the research and teaching components in the didactic load. • Offering continuing formation internships with the aim of improving teaching skills 	<ul style="list-style-type: none"> • Q3, annually, Departments' chairs, Study Office • permanently Continuing Education Department

34. Complains/ appeals

Employers and/or funders of researchers should establish, in compliance with national rules and regulations, appropriate procedures, possibly in the form of an impartial (ombudsman-type) person to deal with complaints/appeals of researchers, including those concerning conflicts between supervisor(s) and early-stage researchers. Such procedures should provide all research staff with confidential and informal assistance in resolving work-related conflicts, disputes and grievances, with the aim of promoting fair and equitable treatment within the institution and improving the overall quality of the working environment.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labour Code of the Republic of Moldova • The law on the Submission of Petitions, published in the Official Monitor of the Republic of Moldova No. 190-XIII from July 19, 1994 • Law on equality assurance no.121 of 25.05.2012, published in the Official Monitor of RM no. 103 of 29.05.2012 	<ul style="list-style-type: none"> • Statute of the Moldova State University • Personnel Policies Strategy at the Moldova State University, approved on March 28, 2014 • Collective employment agreement of the MSU • Code of Ethics of the Moldova State University • Practices of the Ethics Commission of the MSU 	<ul style="list-style-type: none"> • Monitoring and supervising of the compliance testing procedures for notifications and complaints as required by the law in force and by the internal regulations provisions of the MSU • Ensuring confidentiality rules and regulations and promoting the adequate institutional culture of conflict resolution. 	<ul style="list-style-type: none"> • Systematically Vice-rector for social issues, Human Resources Office • Systematically Vice-rector for social issues, Human Resources Office

35. Participation in decision-making bodies

Employers and/or funders of researchers should recognize it as wholly legitimate, and indeed desirable, that researchers be represented in the relevant information, consultation and decision-making bodies of the institutions for which they work, so as to protect and promote their individual and collective interests as professionals and to actively contribute to the workings of the institution.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 • Law on equality assurance no.121 of 25.05.2012, published in the Official Monitor of RM no. 103 of 29.05.2012 • Law on transparency in the decision-making process (No. 239 of 13.11.2008) 	<ul style="list-style-type: none"> • Statute of the MSU • Charter of the Moldova State University • Personnel Policies Strategy at the Moldova State University, approved on March 28, 2014 • Code of Ethics of the Moldova State University • Regulation on the Institutional Strategic Development Council of the Moldova State University • Regulation on the organization and functioning of the Election Commission of the Moldova State University • Regulation on the organization and functioning of the MSU Senate Office • Regulation on the organization and functioning of the Scientific Council in the framework of the Moldova State University • Practices of the permanent Commissions of the MSU Senate. 	<ul style="list-style-type: none"> • Better collaboration between the decision-making bodies and the didactic-scientific body • Participating in the commissions, committees, and decision-making bodies at the MSU 	<ul style="list-style-type: none"> • Permanently, Rector's Office, Research and Innovation Institute • Permanently, Rector's Office, Research and Innovation Institute

IV. Training

36. Relation with supervisors			
<p>Researchers in their training phase should establish a structured and regular relationship with their supervisor(s) and faculty/departmental representative(s) so as to take full advantage of their relationship with them. This includes keeping records of all work progress and research findings, obtaining feedback by means of reports and seminars, applying such feedback and working in accordance with agreed schedules, milestones, deliverables and/or research outputs.</p>			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code on Science and Innovation of the Republic of Moldova, no. 259-XV of 15.07.2004 • Code of the Republic of Moldova about education from July 17, 2014 • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 • Regulation on the organization of the doctoral and postdoctoral studies (no.42-44 (3135-3137) of 29.02.2008) 	<ul style="list-style-type: none"> • Institutional Regulation of organizing and functioning of doctoral studies programs in the framework of the Moldova State University • Framework agreement of the superior doctoral studies • Regulation on the organization and functioning of the Scientific Council in the framework of the Moldova State University • Research and Innovation Strategy at the Moldova State University for the period of 2015 – 2020 	<ul style="list-style-type: none"> • Approval of the Doctoral Schools Regulations • Establishing admission requirements for the doctoral studies • Framework agreement of the doctoral school 	<ul style="list-style-type: none"> • Q3, 2015 MSU Senate, President of the Scientific Council of the Research and Innovation Institute Q2, annually, Research and Innovation Institute, Doctoral Schools Councils Q3, 2015 Research and Innovation Institute, Doctoral Schools Councils, Doctoral Schools directors

37. Supervision and managerial duties

Senior researchers should devote particular attention to their multi-faceted role as supervisors, mentors, career advisors, leaders, project coordinators, managers or science communicators. They should perform these tasks to the highest professional standards. With regard to their role as supervisors or mentors of researchers, senior researchers should build up a constructive and positive relationship with the early-stage researchers, in order to set the conditions for efficient transfer of knowledge and for the further successful development of the researchers' careers.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 • Regulation on the organization of the doctoral and postdoctoral studies (no.42-44 (3135-3137) of 29.02.2008) 	<ul style="list-style-type: none"> • Institutional Regulation of organizing and functioning of doctoral studies programs in the framework of the Moldova State University • Framework agreement of the superior doctoral studies • Regulation on the organization and functioning of the Scientific Council in the framework of the Moldova State University • Research and Innovation Strategy at Moldova State University for the period 2015 – 2020 	<ul style="list-style-type: none"> • Ensuring adequate organizational and technical conditions for studies and research. • Scientific, professional, and ethical guiding of the doctoral students. Establishing research themes. Establishing the mentoring committee. 	<ul style="list-style-type: none"> • Permanently. Doctoral Schools Councils, Doctoral Studies Office, Mentoring Committees, doctoral supervisors • Permanently. Scientific Supervisor Doctoral School Council Doctoral Studies Office

38. Continuing Professional Development			
Researchers at all career stages should seek to continually improve themselves by regularly updating and expanding their skills and competencies. This may be achieved by a variety of means including, but not restricted to, formal training, workshops, conferences and e-learning.			
Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Labor Code of the Republic of Moldova, Title VIII • Code on Science and Innovation of the Republic of Moldova (no. 259 of 15.07.2004) Article 146, point (5), para. (s); • Code of the Republic of Moldova about education from July 17, 2014, Article 95; Article 131, point (1); Article 133 • Order of ME no. 175 of 20.05.1996 „On improving the organization of activity of the professorial-didactic body of higher education institutions” • Regulation on the organization of the continuing professional formation (no. 1224 of 9.11.2004) 	<ul style="list-style-type: none"> • Statute of the MSU • Charter of the Moldova State University • Personnel Policies Strategy at the Moldova State University • Individual employment agreement • Job description • Regulation on the continuing professional formation of the didactic staff from the Moldova State University • The Moldova State University provides the possibility of professional development through participation in national and international conferences, workshops, and round tables • The Moldova State University supports participation of the didactic-scientific staff in the academic mobility programs (e.g. Erasmus-Mundus) • The Moldova State University provides administrative support for the research project offers 	<ul style="list-style-type: none"> • Encouraging continuing education of researchers at the recognized institutions abroad, as well as at the Moldova State University • Organizing methodological seminars for the continuing development of the research competences (knowledge on methodological aspects, better cooperation with the business sector, knowledge on writing projects offers) • Supporting the insertion of the new curricula into the lifelong education program • Stimulating the research staff education in teaching and e-learning activities on the university level • Diversifying the activity objectives in career counseling of researchers 	<ul style="list-style-type: none"> • Systematically / Department of International Relations • Systematically / Research and Innovation Institute of the MSU in collaboration with the MSU faculties; Continuing Education Office • Q4, annually Continuing Education Office • Systematically / Continuing Education Department • Q4, annually Center of Career Guidance and Labour Market Relations

39. Access to research training and continuous development

Employers and/or funders should ensure that all researchers at any stage of their career, regardless of their contractual situation, are given the opportunity for professional development and for improving their employability through access to measures for the continuing development of skills and competencies. Such measures should be regularly assessed for their accessibility, take up and effectiveness in improving competencies, skills and employability.

Relevant legislation (permitting or impeding the implementation of this principle)	Existing Institutional rules and/or practices	Actions required	When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about education from July 17, 2014 • Code on Science and Innovation of the Republic of Moldova (no. 259 of 15.07.2004) 	<ul style="list-style-type: none"> • Charter of the Moldova State University • Individual employment agreement • Professional development opportunities for all researchers through offering free access to national and international databases for researchers • Financial instruments for supporting researchers to participate at international conferences and workshops 	<ul style="list-style-type: none"> • Encouraging continuous improvement of researchers through various forms and practices • Improving financial instruments to encourage the development of skills and competences 	<ul style="list-style-type: none"> • Systematically Research and Innovation Institute • Systematically Research and Innovation Institute

40. Supervision

Employers and/or funders should ensure that a person is clearly identified to whom early-stage researchers can refer for the performance of their professional duties, and should inform the researchers accordingly. Such arrangements should clearly define that the proposed supervisors are sufficiently expert in supervising research, have the time, knowledge, experience, expertise and commitment to be able to offer the research trainee appropriate support and provide for the necessary progress and review procedures, as well as the necessary feedback mechanisms.

<ul style="list-style-type: none"> • Relevant legislation • (permitting or impeding the implementation of this principle) 	<ul style="list-style-type: none"> • Existing Institutional rules and/or practices 	<ul style="list-style-type: none"> • Actions required 	<ul style="list-style-type: none"> • When/Who
<ul style="list-style-type: none"> • Code of the Republic of Moldova about Education from July 17, 2014 • Regulation on the organization of higher education doctoral studies, cycle III, approved by Government Decision no. 1007 of 12.10.2014 	<ul style="list-style-type: none"> • Institutional regulation on organizing and functioning of the doctoral study programs in the framework of the Moldova State University • Framework agreement of the superior doctoral studies • Regulation on the organizing and functioning of the Scientific Council in the framework of the Moldova State University 	<ul style="list-style-type: none"> • Selection of scientific advisors 	<ul style="list-style-type: none"> • Q3, annually Vice-rector for research, President of Scientific Council of the Research and Innovation Institute, Directors of Doctoral Schools, Doctoral School Councils