



**The community of the Institute of Physical Chemistry PAS** (hereinafter: “IPC”, or “the Institute”) recognize values underlying the [European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers](#), believing that success of the Institute depends on the talent and performance of dedicated employees. Therefore, in order to create environment favouring skilful scientists and raise our performance, IPC decides to adopt the following employment policy:

**EQUAL TREATMENT:** Admission to IPC is preceded by merit-based selection. IPC is an equal opportunity employer and accepts applications without discrimination on the grounds of age, race, political and/or religious beliefs, sex or sexual orientation, marital and/or family status and regardless any kind of disability. We apply this principle to each stage of human resources management. Reputation-based selection does not stay in line with our standards.

**TRANSPARENCY AND FEEDBACK:** We understand that prerequisite for equal treatment is transparent, competitive and open selection. Therefore, rules for recruitment proceedings, including selection criteria, description of required knowledge and skills, working conditions, and development prospects are made publicly available. We appreciate effort taken by the candidates to join IPC and treat them with respect, in particular letting them supplement incomplete application and acknowledging them with the strengths and weaknesses of their applications.

**VALUE OF MOBILITY AND DIFFERENTIATED EXPERIENCE:** In recruitment proceedings IPC welcomes all candidates fulfilling entry criteria and favours differentiated experience. We acknowledge that diversified environment inspires good research. Therefore, we value mobility experience, professional record in other sectors (e.g. industry) or different disciplines, and variety of skills (e.g. creativity, independence, team work & research management capacity, tutoring & knowledge transfer experience). We accept variations in chronological order of CVs, including career breaks as potentially valuable contribution to the professional development of a candidate. To guarantee fair evaluation of all candidates, IPC appoints Selection Committee comprising of members of diverse expertise and competences, representatives of both sexes. We work together and cooperate across countries, cultures and sectors to do better research.

**TUTORING AND MENTORING:** IPC expects team leaders, supervisors and research advisors (hereinafter: “Tutors”) to be models of the highest standards of behaviour, especially as regards to ethical standards. The IPC Tutors are committed to motivate junior research staff, provide feedback and exchange with them knowledge & experience. With the support of IPC the Tutors take effort to advise junior research staff on career development and assist on job placement.

**GOOD PRACTICE AND RESPONSIBILITY:** Work in safe, healthy and responsible manner comes first and is foremost. The employees of IPC seek advice when the requirements of the law as regards to research, or good research practice appear unclear.

**CAREER DEVELOPMENT:** Career development of our research staff is within our concern. We strive to create conditions favouring start of the careers of research staff through variety of measures (i.e. extending employment period of junior research staff after defending PhD thesis aimed at postdoc or job search).

**FAIR TREATMENT:** The employees of IPC treat each other with dignity, fairness and respect. We take all measures to fight harassment and any form of discrimination in the workplace. We respect our obligations to our colleagues and to the employer.

**COMMON VALUES:** The society of IPC shares common principles and values, in particular those underlying the [European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers](#). We act as ambassadors of IPC in particular while dealing externally. We act in a professional manner that fosters the reputation of the Institute.