

Regulation 52.2026
of the Director of the Institute of Physical Chemistry PAS
dated 25/06/2026

on the principles governing the operation of research groups at the Institute of Physical Chemistry PAS

Pursuant to § 10 item 1 of the Statute of the Institute of Physical Chemistry, Polish Academy of Sciences, I hereby order as follows:

§ 1 General principles governing the operation of research groups

- 1) Research groups are the basic organizational units of the IPC PAS operating pursuant to the Statute of the Institute.
- 2) Research groups are established and closed by the decision of the Director of the Institute, after consultation with the Scientific Council of the IPC PAS.
- 3) Research groups carry out a research program defined by the group leader on the basis of external funding and statutory funds at the disposal of the group leader.
- 4) Research groups are subject to annual evaluation in accordance with Regulation No. 31/16 of the Director of the IPC PAS of 29 June 2016.

§ 2 Group leader

1. A person may become the leader of a research group if they jointly meet the following conditions:
 - a) holds at least a doctoral degree,
 - b) has significant scientific and/or industrial achievements,
 - c) has experience in leading a research project for which funding was awarded in a competitive manner and whose termination date was no earlier than one year before the planned commencement of the research group's operation,
 - d) has at least twelve months of postdoctoral work experience at an institution other than the one at which they obtained their doctoral degree.
2. The group leader:
 - a) directs the research work of the research group and supervises its work, including, in particular, supervising projects carried out within the research group;
 - b) ensures the scientific development of the group members;
 - c) ensures broad presentation of their own research results and those of the group members, including in scientific journals as well as at conferences and seminars;
 - d) ensures the protection of the Institute's intellectual property, e.g., via reporting know-how developed within the group to the Director of the Institute in accordance with the procedures in force at the Institute for the purpose of its patent protection before publication, and by initiating the signing of confidentiality/cooperation agreements;
 - e) ensures compliance with ethical principles for conducting scientific research by implementing and promoting within the group the guidelines contained in the Code of Ethics for Researchers (published by the Polish Academy of Sciences);
 - f) ensures that the members of the research group are familiar with and comply with the Institute's internal regulations;
 - g) actively participates, together with the group, in institute seminars;
 - h) actively participates, together with the group, in the popularisation of knowledge and promotion of the Institute;
 - i) is obliged to apply for research funding awarded by external institutions and to enable members of their group to make such efforts, provided that the applications' subject matter and the equipment and space resources available to the group have been agreed;
 - j) is obliged to submit a habilitation dissertation within 5 years from the establishment of the group if they assumed leadership of the group without holding habilitation;

- k) is entitled to a function allowance, the amount of which depends on the financial situation of the Institute;
- l) is entitled to request financial support from the Institute for their group, including equipment investments. Such support shall depend on the group's evaluation and the financial capacity of the Institute;
- m) is entitled to submit personnel-related requests concerning their group to the Institute, including requests to increase or decrease the number of group members.

§ 3 Establishment of a research group

1. The Director of the Institute announces a call for applications to establish a research group (hereinafter: the Application) following an analysis of the Institute's financial situation and the strategic research areas of the Institute. Calls are open, i.e. addressed to persons employed and not employed at the IPC PAS.
2. The call announcement includes, among other things, the maximum number of new research groups, the conditions to be met by a person applying for the position of group leader (hereinafter: the Candidate), a description of the Institute's offer, details of the Application, contact details and the deadline for submitting the Application, and, where applicable, an indication of the preferred research areas of the new groups.
3. The Application should be prepared in English (unless otherwise indicated) and shall consist at least of:
 - a) an application for the establishment of a group, containing in particular:
 - i) the Candidate's full name,
 - ii) the name of the proposed group in Polish and in English,
 - iii) a description of the proposed research directions and objectives set in the context of the literature and in the context of the research areas specified in the call announcement,
 - iv) the Candidate's experience in the context of the planned research,
 - v) justification for choosing the Institute to implement the proposed research agenda,
 - vi) a research funding plan and a description of the research facilities necessary for its implementation,
 - vii) a concept for managing the research group.
 - b) a document indicating one of the IPC PAS clusters of excellence within whose thematic area the new group will fall, together with an indication of the Institute's groups or laboratories with which the proposed group could cooperate;
 - c) the Candidate's curriculum vitae, including at least:
 - i) education,
 - ii) employment history,
 - iii) research projects which the Candidate led or in whose implementation they participated,
 - iv) scholarships and awards received,
 - v) the most important presentations delivered at conferences or seminars (with invited presentations indicated),
 - vi) organisational and teaching experience,
 - vii) as well as a brief description of the most important scientific achievement.
 - d) a list of publications and patents, indicating the publications in which the Candidate was the corresponding author.
4. The Application is reviewed by the Committee for the evaluation of applications for the establishment of research groups (hereinafter: the Committee), appointed by the Director of the Institute. The Committee has the right to request that the Candidate supplement the documentation.
5. The Committee shall consist of at least 6 persons (including the person chairing the work of the Committee), each of whom holds a doctoral degree. The composition of the Committee shall ensure the participation of women and men at a level of at least 1/3 of the composition for each gender.
6. The Committee's opinion on the Application (hereinafter: the Opinion) shall include in particular:

- a) an assessment of the Candidate's fulfilment of the criteria described in § 2 sec. 1;
 - b) an assessment of the novelty level of the proposed research agenda and its relation to the preferred research areas specified in the call announcement;
 - c) an assessment of the Candidate's scientific potential, including the potential to obtain external funding;
 - d) an assessment of the feasibility and ambition of the assumed research objectives;
 - e) an assessment of the Institute's ability to meet the personnel, space and equipment requirements indicated in the Application;
 - f) an indication of the strengths and weaknesses of the Application.
7. The Committee prepares the Opinion in writing and presents it during a meeting between the Director of the Institute and the Committee.
 8. After reviewing the Opinion, following the discussion with the Committee, and taking into account the development and capabilities of the Institute, the Director of the IPC PAS indicates the candidates invited to the next stage of the procedure (hereinafter: the Invited Persons). The Invited Persons present the concept for the operation of the proposed research group to the Director of the IPC PAS, the Committee, and, where applicable, invited experts, e.g., members of the IPC PAS International Advisory Board. The person chairing the Committee's work prepares a note from this meeting. By decision of the Director, the course of the meeting may be recorded using technical devices and means for recording sound or image and sound, after the participants have been informed in advance of the purpose, scope, rules of access to the recording and the period of its storage, and after the candidate's prior voluntary consent has been obtained. If consent to recording is not given, the course of the meeting shall be documented as a note.
 9. Meetings with the Invited Persons may be conducted using means of electronic communication, ensuring in particular:
 - a) real-time transmission of the meeting between its participants,
 - b) real-time multilateral communication, within which the participants of the meeting may speak during its course
 - while maintaining the necessary security principles.
 10. The Director of the Institute decides which of the Invited Persons will be presented to the Scientific Council of the IPC PAS for opinion. The decision is preceded by individual meetings between the Invited Persons and the board of directors of the IPC PAS and, where applicable, negotiations on the conditions for establishing the group. The Scientific Council of the IPC PAS receives the complete Application and the Opinion.
 11. The decision to establish a research group is made by the Director of the IPC PAS based on the information and opinions collected.
 12. All Candidates receive feedback on their Application from the Director of the IPC PAS. A decision refusing to establish a group is final; however, it does not preclude the possibility of applying in a subsequent call.
 13. If the Institute obtains a grant under which it has undertaken an obligation to establish a new research group (or groups), the establishment procedure may differ from that described in the items 1-12 above, provided that it is consistent with the Statute of the IPC PAS and is agreed with the Director of the IPC PAS prior to the submission of the grant application.

§ 4 Dissolution of a research group

1. A research group may be dissolved at the request of its leader, addressed to the Director of the IPC PAS, or on the initiative of the Director of the IPC PAS.
2. If a research group is dissolved on the initiative of the Director of the IPC PAS, the basic, but not exclusive, grounds for such a decision are:
 - a) repeated unsatisfactory scientific performance of the group;
 - b) failure to properly perform the duties of the group leader described in § 2 item 2.
3. The Director of the Institute communicates to the members of the research group the intention to dissolve the group at least one month before the meeting of the Scientific Council of the Institute

that will issue an opinion on such dissolution. The Director issues a formal decision on dissolving the research group after consulting the Scientific Council of the IPC PAS.

4. The dissolution of a research group is not equivalent to the termination of the employment contracts of its members. Members of a dissolved research group have 6 months from the date of receipt of the decision to dissolve the group to join another organisational unit of the Institute (e.g., a group or laboratory). Members of the dissolved research group are obliged to actively seek a target organisational unit within the Institute. A person who has not found a new organisational unit after the closure of the research group to which they previously belonged remains at the disposal of the Director of the Institute.
5. The use of office and laboratory space and equipment available to the dissolved group remains at the discretion of the Director of the IPC PAS.
6. Considering:
 - a) the provisions of Article 102 item 2 of the Act of 30 April 2010 on the Polish Academy of Sciences (Dz. U. 2026 poz. 168), according to which the employment relationship of an appointed research employee employed in the position of professor or professor of the institute expires at the end of the year in which they turn 70 years of age,
 - b) the fact that researchers who are group leaders may be employed on the basis of appointment,
 - c) the obligation of the Director of the Institute to treat all group leaders equally,
 - d) the statutory obligation of the Institute to support persons beginning their scientific careers, in the context of limited space and equipment resources,

it is hereby decided that the Director shall initiate the procedure for dissolving a research group described in § 4 item 3 in the year in which the group leader turns 70 years of age. In cases particularly justified by the Institute's interests, the Director may decide to extend the research group's operations after consulting the Scientific Council of the IPC PAS.

§ 5 Final provisions

- 1) § 4 of the Regulation No. 30/16 of the Director of the IPC PAS of 29 June 2016 on Scientific Departments and Research groups of the IPC PAS, regulating the principles of operation of research groups and the rights and obligations of research group leaders and members of research groups, shall cease to have effect.
- 2) The Director may make individual decisions in situations specified or not specified in this Regulation.
- 3) This Regulation shall enter into force on the date of signing.

DIRECTOR OF THE INSTITUTE

Dr hab. Adam Kubas

Signed by /
Podpisano przez:



Adam Maciej Kubas

Date / Data: 2026-
06-25 12:57