Area 1: Ethical and professional issues

Num. of Principle (C&C)	Type of Action	Responsable	Units involved	Deadline [1]	Indicator
1,2,3,7,8	**Basic data protection guide**	Vice-Rectorate for Science Policy	**Research Service,** Data Protection Officer, Vice-Rectorate for Science Policy.	Q1 2021	Approval and dissemination No. of consultations of the Guide No. of incidents related to data protection
7	**Adaptation of the new Data Protection regulation in all University processes,** compliance with the GDPR in the processing of researchers' personal data.	General Secretary	**Data Protection Officer,** General Secretariat, Legal Service.	Q3 2021	Registration of processing of personal data related to research in the UC3M Register of Processing Activities. Num. of consultations made to the DPD
24, 34	**e-Government Regulation**	General Secretary	**General Secretary**, Legal Service .	Q3 2021	Approval and dissemination
1, 2, 34	Creation of a **suggestion channel** for UC3M staff (*Directive (EU) 2019/1937 of 23 October 2019 on the protection of persons who report breaches of Union law*).	General Secretary	**General Secretary,** Management, Vice-Rectorate for Science Policy, Vice-Rectorate for Faculty.	Q4 2021	Number of suggestions received

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[1] Refers to the approval and dissemination of the proposed Action. The implementation of the Action will take place from this point onwards.

10, 27	**Actions to increase the visibility and recognition of women in research**, in companies, startups and entrepreneurs in the UC3M environment.	Vice-Rector's Office for Science Policy Vice-Rector's Office for Students and Equality	**Vice-Rector's Office for Research** Vice-Rector's Office for Communication and Culture, Vice-Rector's Office for Science Policy, Vice President's Office for Students and Equality	Q3 2021	Approval and dissemination No. of female researchers in events No. of female speakers No. of dissemination activities
8, 31	Diagnosis and dissemination of **knowledge and attitude about Open Science** among our researchers (*Open Science Survey*).	Vice-Rectorate for Science Policy	**Research Service** , UniOS	Q4 2021	Approval and dissemination No. of researchers who complete the survey Comparison with YUFE universities
13, 15	**Proyect UniversiDATA** Transparency with open data	Vice-Rectorate for Science Policy	**Working team de Open Data UC3M** General Secretary	Q2 2021	Approval and dissemination. No. of Datasets published (annual) Improvement of UC3M's position in university transparency rankings. News, media impact on UC3M transparency. No. of UC3M staff participating in UniversiDATA studies.
13, 15	New **UC3M Transparency Portal**	General Secretary	**General Secretary,** Vice-Rectorate for Communication and Culture, Vice-Rectorate for Strategy and Digital Education, Institutional Communication Service and Legal Service.	Q1 2021	No. of requests for access to information received. Institutional position of UC3M in the transparency ranking of the UUPPs published by the Fundación Compromiso y Transparencia (Commitment and Transparency Foundation).

Action's description

Action	Description
Basic Guide to Data Protection	Production and dissemination among researchers of a basic, concrete and agile guide that will enable them to make decisions in their research projects and activities while respecting Data Protection.
Adaptation of the new Data Protection regulation in all University processes, GDPR compliance in the processing of researchers' personal data.	Data protection is at a turning point, with constant challenges that make it necessary to listen carefully to the needs that arise*. This is why the European Union has promoted Regulation 2016/679 on the protection of individuals with regard to the processing and free movement of personal data*. The need to comply with this current regulation has made it necessary to promote the application of the instructions established in the regulation in all University processes, including the field of research.
e-Government Regulation	Following the entry into force of *Law 39/2015 on common administrative procedure*, which represents a step forward in the digital transformation of the Administration and the rapid technological progress of companies, and of *Royal Decree 203/2021 of 30 March, which approves the Regulation on the action and operation of the public sector by electronic means*, a regulation is needed, a specific framework at UC3M for the development of its administrative activity through electronic means.
Creation of a suggestion channel for UC3M employees	*Directive (EU) 2019/1937 of 23 October 2019 on the protection of persons who report breaches of Union law (the "Whistleblower Directive")* is to be transposed by 17 December 2021 in order to ensure legal certainty and security for individuals and will be channelled through a suggestion channel for UC3M employees.
Actions to increase the visibility and recognition of women in research, in companies, start-ups and entrepreneurs in the UC3M environment.	Good practices in Research involve developing actions to increase the visibility and recognition of women in research, in companies, start-ups and as entrepreneurs in the UC3M environment. Equality is one of the fundamental challenges of the UC3M Strategy.
Diagnosis and dissemination of knowledge and attitude about Open Science amongour researchers *(Open Science Survey)*.	In the framework of the YUFERING project, where UC3M coordinates WP5 on Open Science, an Open Science analysis will be carried out among the YUFE alliance institutions, including an online survey of YUFE researchers (including all R1-R4 categories) to diagnose their understanding, practice, knowledge, skills and motivation to implement Open Science taking into account the specificities of the individual researchers' research discipline, → The aim of this survey is to identify the current level of implementation and barriers to the implementation of open science at the individual researcher level. A calendar with information regarding Open Science event reminders will also be designed.
UniversiDATA Project. Transparency with open data.	Among UC3M's strategic objectives is transparency with Open Data. Since 2021, UC3M has joined the UniversiDATA project, which is a collaborative project, oriented and driven by Spanish public universities, with the aim of promoting the publication and reuse of open data from these universities to facilitate and enhance its use and value, both by the

	publishers (the universities themselves) and by the so-called "infomediaries" (consumers and reusers of data), as well as by society in general..
New UC3M Transparency Portal	The new model of the UC3M Transparency Portal was created with the aim of offering greater transparency in UC3M data as well as ensuring compliance with *Law 10/2019, of 10 April, on Transparency and Participation of the Community of Madrid*. In addition to the data offered, the new portal includes a procedure for exercising the right of access to public information.