**LSTM DORA Principles Implementation Plan – February 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Timeline** | **Responsibility** | **Progress** |
| 1. Communicate the DORA principles and LSTM’s commitment to these via staff briefings covering:  * An overview of DORA and LSTM’s plans to meet the principles. * The expectations and methods of assessing of the performance of academic colleagues at LSTM. * How academic outputs are scored at LSTM. | By December 2021  Ongoing via recordings on LSTM Learns | Dean Research Culture and Integrity | Presentations to all academic departments given in June 2021  Recording of talk is available on Research Culture intranet site |
| 1. Ensure LSTM’s approach to academic contributions is available to candidates in our:  * Recruitment process through our LSTM website. * Promotions process through our internal intranet. | By March 2021 | Senior HR Manager (OD & Engagement) | Academic promotions and career track guidance has been updated. The approach to academic contributions is available on <https://www.lstmed.ac.uk/careers> for external candidates and <https://lstmed.sharepoint.com/Departments/HR/Pages/Policies-and-Procedures.aspx> for internal promotions candidates. |
| 1. Review our recruitment processes to ensure DORA principles are built into the assessment of candidates. | By August 2021, in line with our new recruitment system implementation | Senior Recruitment Manager | Delayed due to delays in implementation of new system; now scheduled by June 2022 |
| 1. Review our promotion processes to ensure that DORA principles are built into the assessment of candidates. | By June 2021 | Senior HR Manager (OD & Engagement) | Ongoing. Promotion procedures updated to include feedback from Reading Panels on quality of research outputs; working group established to consider how to record and measure contributions to knowledge exchange/impact with pilot to be implemented in summer 2022 |
| 1. Update our Freedom to Speak Up portal to refer to the principles of DORA | By March 2021 | Safeguarding Lead | [Freedom to Speak Up page](https://lstmed.sharepoint.com/Safeguarding/Pages/Freedom-To-Speak-Up.aspx) now includes an option for ‘*Evaluation of a researcher or research outputs contravening the DOR A Principles’* in the Staff conduct, behaviour and wellbeing section. |
| 1. Ensure that LSTM’s progress towards the principles is reported on our LSTM website. | Annually from January 2022 | Dean Research Culture Integrity | Last updated March 2022 |