INCLIVA | VLC
Biomedical Research Institute

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# *INTEGRATION PLAN*

# *INCLIVA*

This document has been drafted and prepared by the Training Unit and approved by INCLIVA Board of Governors by way of the minutes dated 9 June 2025.

# CONTENTS

# 1. INTRODUCTION

The Foundation-Institute for Research at the Hospital Clínico Universitario de València (INCLIVA) was established on 19 January 2000 before a notary, with the participation of the Valencian Community's Regional Ministry of Health, the Hospital Clínico Universitario de València and the University of Valencia; and on 19 September 2011, INCLIVA was accredited as a Biomedical Research Institute by the Carlos III Health Institute. INCLIVA's objective, as set out in its statutes, is to drive, promote, foster and carry out scientific and technical research and teaching, as well as to monitor and oversee such activities within the Hospital Clínico Universitario de València and its Health Department (Valencia Clínico-Malvarrosa Health Department), and at the Faculty of Medicine of the University of Valencia. The Collaboration Agreement currently in force was signed on 19 December 2018 between the University of Valencia, INCLIVA Foundation and the Carlos Simón Foundation to regulate the establishment of INCLIVA Biomedical Research Institute.

In 2024, a strategic review was carried out to draw up the 2025–2029 Strategic Plan, which has enabled the redefinition of the mission, vision and values, taking into account all of INCLIVA's internal and external research stakeholders.

MISSION: To provide solutions to the population's health problems through the results of scientific activity of the highest quality, which are applied in healthcare.

VISION: To establish itself as a centre of scientific excellence, based on activities that maximise existing resources and capabilities, whilst enhancing their quality and impact on society.

VALUES:

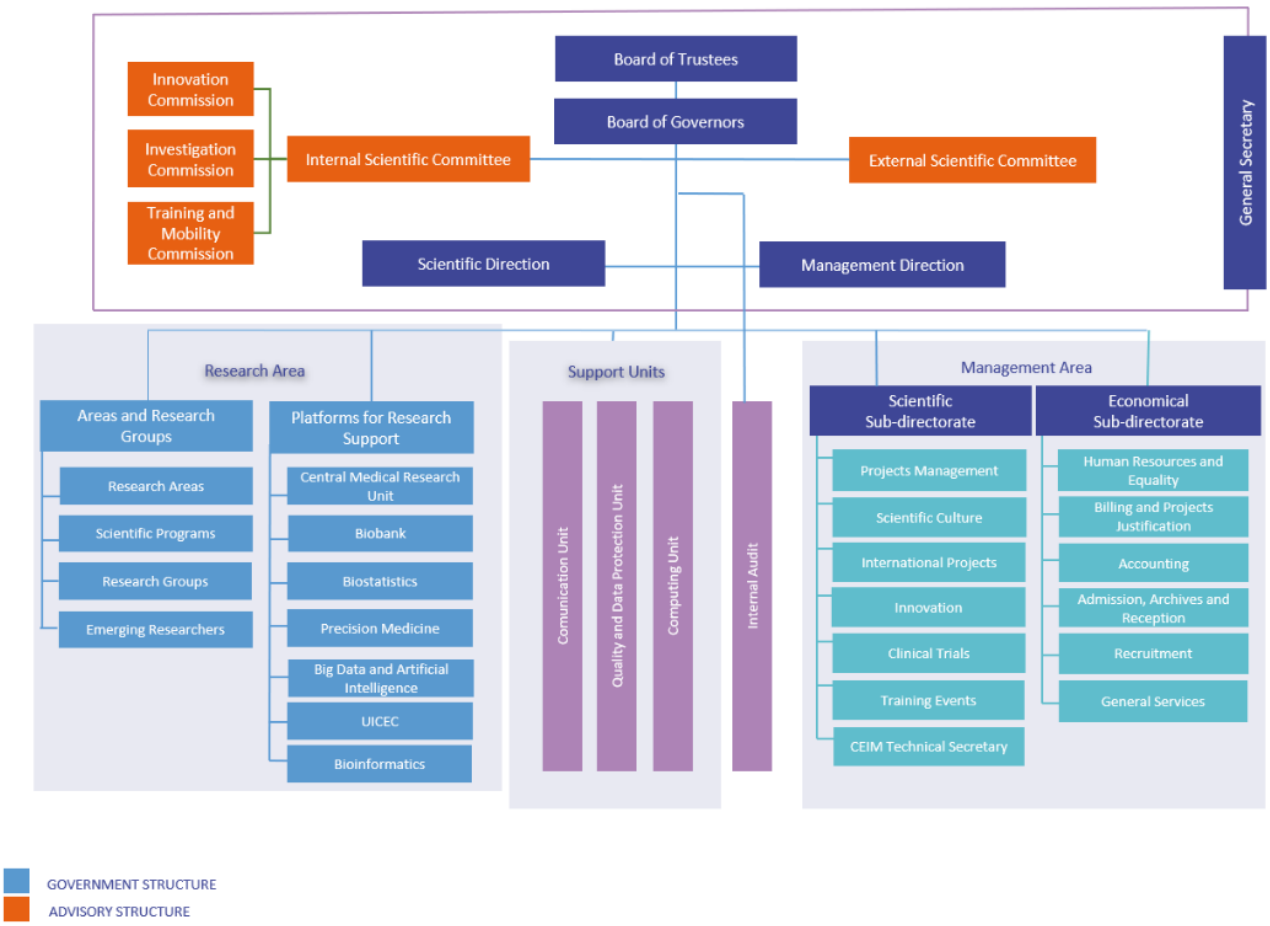
- Citizen-centred approach and commitment to society: seeking solutions to society's major health problems with transparency, respect for the environment and in a sustainable manner.
- Excellence: a constant focus on scientific and managerial excellence.
- Support for professionals: equal opportunities, attracting young talent and retaining established talent.
- Transparency: the work carried out, at all levels, must be known to all staff members at the institution, who must be aware of the processes, decisions and results achieved.
- Partnerships and collaboration: the success of scientific activity depends on strengthening collaborative ties, both internally and externally, to improve the quality and impact of the results.

This Integration Plan sets out in detail the interrelationships between the units that currently make up the Institute, the procedures to be followed for the affiliation of new groups, and the process for affiliating research staff.

# 2. ORGANISATIONAL STRUCTURE

## ORGANISATIONAL CHART

INCLIVA's organisation comprises research staff, technical staff, management staff and senior management, structured around three main organisational structures and advisory bodies. The research structure consists both of the activities of research groups focusing on cross-cutting areas and programmes, and a set of central support units and external partners. INCLIVA's organisational structure is shown in the following organisation chart:




The governing bodies of INCLIVA, as set out in the INCLIVA Foundation's Statutes, are: the Board of Trustees, the Governing Board, the Management, the Scientific Directorate, the Internal Scientific Committee and the External Scientific Committee.

## BOARD OF TRUSTEES

The governing body of INCLIVA is the Board of Trustees, chaired by the Regional Minister for Health of the Valencian Regional Government. The Board of Trustees is a collegiate governing body comprising, in addition to the Hospital Clínico Universitario de València, the University of Valencia and the Carlos Simón Foundation, organisations and individuals representative of Valencian society. The functions of the Board of Trustees are set out in Articles 4 to 17 of the INCLIVA Foundation's Statutes. Resolutions of the Board of Trustees are adopted by a majority of the votes cast by those present, with each Trustee having one vote. In the event of a tie, the Chair holds casting vote and may settle the matter. Votes may not be delegated. For resolutions to be adopted, half plus one of the members of the Board of Trustees must be present, unless otherwise provided for by law or the Articles of Association.

## BOARD OF GOVERNORS

The Governing Board is the advisory body responsible for, amongst other things, drawing up and approving proposals for activities and research projects, deciding on and allocating budgetary resources, and implementing and enforcing the Board of Trustees' resolutions. Its membership comprises representatives from

the institutions affiliated with INCLIVA. Its functions are set out in Articles 18 and 19 of the INCLIVA Foundation's Articles of Association. Decisions are taken by a simple majority of those present; in the event of a tie, the chair shall have the casting vote.

## MANAGEMENT

INCLIVA's Management is ultimately responsible for implementing the scientific, financial and administrative policies established by the Board of Trustees. It has the authority to manage staff and financial affairs, as set out in Article 20 of the INCLIVA Foundation's Statutes.

## SCIENTIFIC DIRECTORATE

The Scientific Director of the organisation is appointed by its governing bodies. The candidate shall be selected from among the permanent staff of the Hospital Clínico Universitario de València. Their duties are set out in Article 21 of the Statutes of the INCLIVA Foundation. Should the Scientific Director be unable to carry out their duties, due to illness or force majeure, the Governing Board shall appoint an acting Scientific Director on a provisional basis. This appointment must be ratified by the Board of Trustees. Similarly, if the Governing Board deems it appropriate, it shall propose to the Board of Trustees the removal of the Scientific Director, submitting a new candidate for approval.

## EXTERNAL SCIENTIFIC COMMITTEE

The External Scientific Committee is composed of professionals of recognised standing from the national and international scientific and clinical communities, with at least one expert appointed for each of the Institute's priority areas of action set out in the Strategic Plan.

The members of this Committee are appointed by the Board of Trustees following approval of the proposal submitted by INCLIVA's Management and the Scientific Directorate. They must accept their appointment in writing, enclosing a copy of their curriculum vitae to be included in the relevant file. Their functions are set out in Articles 23 and 25 of INCLIVA Foundation's Statutes. The External Scientific Committee must act as an evaluative and advisory body to the collegiate management bodies and the Scientific Directorate in matters of R&D&I, proposing, where appropriate, any recommendations it deems fit and ensuring the quality of the research carried out. INCLIVA External Scientific Committee is a collegial, independent body of an informative and advisory nature, with no executive functions, and with powers to provide information, advice and proposals within its remit. The functioning, composition, functions and frequency of meetings of this Committee are set out in the Internal Regulations of the External Scientific Committee.

## INTERNAL SCIENTIFIC COMMITTEE

The composition of the Internal Scientific Committee is governed by Article 24 of INCLIVA's Statutes. It is chaired by the Scientific Directorate and comprises no fewer than five researchers, who are appointed for four-year terms. They may be re-elected for successive four-year terms. The Internal Scientific Committee is chaired by the Scientific Directorate and comprises the following members:

- Managing Director of INCLIVA.
- Medical Director of the Valencia Clínico Malvarrosa Health Department.
- Head of Primary Care at the Valencia Clínico Malvarrosa Health Department.
- Member of the Faculty of Medicine, nominated by the Dean.

- Researchers from the Hospital Clínico Universitario de València and the University of Valencia, from various categories, who form part of INCLIVA's accredited groups and represent the different scientific fields.
- INCLIVA heads of training, innovation and quality
- Representative(s) of the public.

In all cases, the committee shall ensure gender balance. The Scientific Sub-Directorate shall act as the committee's secretariat, attending meetings with the right to speak but not to vote. At the request of the committee members, and with the approval of the Chair, any person deemed appropriate may be invited to attend committee meetings, with the right to speak but not to vote. The functioning, composition, functions and frequency of meetings of this Committee are set out in a Standard Operating Procedure *"PR-IN-FCCI*". The Internal Scientific Committee has three working committees: the Research Committee, the Innovation Committee and the Training and Mobility Committee. The Chair of the Internal Scientific Committee chairs the Innovation Committee. The Deputy Scientific Director chairs the Research Commission. The Research Commission acts as a support body for the Institute's research, and its rules of procedure and composition are set out in its Standard Operating Procedure *"PR-EG-CI*". The Innovation Committee acts as an institutional advisory body on matters of innovation, and its composition and operation are governed by the PNT *"PR-UAI-Cin*". The Training and Mobility Committee acts as an institutional advisory body on matters of training and mobility, and its composition and operation are governed by the PNT *"PR-EG-CF*".

# 3. INSTITUTIONAL INTEGRATION OF INCLIVA

## MECHANISMS FOR MONITORING THE INSTITUTIONAL INTEGRATION OF INCLIVA

The collegiate governing bodies, at their regular meetings, will monitor the degree of compliance with the commitments and agreements set out in the specific agreement signed with the University of Valencia, the Carlos Simón Foundation and INCLIVA Foundation for the affiliation of research groups to INCLIVA Biomedical Research Institute.

Furthermore, the annex to the agreement setting out the staff, equipment and workspaces allocated to INCLIVA will be updated annually, where necessary. The Scientific and Financial Report will be approved annually, with particular focus on analysing the level of cooperation in the joint implementation of research projects and programmes of common interest to the institutions forming the institute.

For the implementation, supervision and monitoring of the activities set out in the agreement, a Joint Coordination and Monitoring Committee is hereby established, comprising the Management and Scientific Directorate of INCLIVA, the Vice-Rectorate for Research and the Deputy Directorate for Research at the UV, and the Director-General and/or Scientific Director of the Carlos Simón Foundation, or their delegates. The Management of the Central Research Unit (UCIM) shall attend meetings with the right to speak but not to vote; other members of the parties may also attend in an advisory capacity, with the right to speak but not to vote. The Committee shall meet throughout the term of the Agreement in ordinary session at least once a year and in extraordinary session whenever the matter to be discussed so requires, at the request of one of the parties. The Commission's decisions shall be taken by consensus. Where all reasonable efforts to reach consensus amongst its members have been exhausted, decisions shall be adopted by a majority vote. Minutes shall be drawn up of the meetings of the Joint Coordination and Monitoring Commission. The functions of this Commission shall include, at a minimum, the following:

- To analyse and propose measures which, in terms of research and methodology, are deemed appropriate for the achievement of the objectives of INCLIVA.
- To plan, monitor and evaluate the actions undertaken by INCLIVA, particularly those relating to the study and reporting on proposals for joint research projects.
- To approve INCLIVA's Annual Report on activities.
- Propose updates to the Annexes to the Agreement, in consultation with the governing bodies of the signatory organisations.
- Set up joint working groups.
- Assess the extent to which the Agreement is being complied with.
- Monitor and resolve any disputes that may arise in relation to the intellectual and industrial property rights of the results obtained from this collaboration, as well as their exploitation by third parties and, in general, any other matters.
- Urge the parties to the Agreement to fulfil their obligations where any irregularity is detected that does not constitute grounds for termination of the Agreement.
- Any other duties set out in the Agreement and falling within the remit of the Joint Coordination and Monitoring Committee.

### ACCESSION OF NEW ENTITIES

As set out in clause 2 of the Collaboration Agreement between the University of Valencia, INCLIVA Foundation and the Carlos Simón Foundation governing INCLIVA Biomedical Research Institute, other public or private bodies interested in furthering the Institute's objectives, and which can demonstrate a basis for partnership and scientific output, may become affiliated with INCLIVA Biomedical Research Institute. The affiliation of new organisations must be approved by the highest governing bodies of INCLIVA Biomedical Research Institute and, prior to this, by the governing bodies of the current signatories to the Agreement. Should this be agreed, the affiliation will be formalised through an addendum to the Agreement setting out the conditions of participation for the new organisation, which must be signed by the new organisation and the parties to the Agreement. This addendum must be approved by the relevant governing bodies of the co-signatory institutions.

## 4. INCLIVA RESEARCH GROUPS

The glossary of the Technical Evaluation Guide of the Carlos III Health Institute defines a Research Group as a group of researchers, led by a principal investigator, which demonstrates stable collaboration, shares one or more lines of research, and meets, as a minimum, the following criteria:

1. Joint development of research projects funded through competitive public, national or international calls for proposals over the last 5 years.

2. Joint scientific output, comprising co-authored publications, maintained over time, of proven quality and in sufficient number.

Currently, R&D&I groups can affiliate with INCLIVA through three categories, the definitions of which have been approved by the External Scientific Committee and are described below:

## CONSOLIDATED RESEARCH GROUP

This is a group of researchers led by a principal investigator (PI) who have jointly carried out research projects and who have a consistent track record in research and innovation, having maintained a stable level of funding acquisition and scientific output in recent years. It is, therefore, a solid core of research and innovation activity with the capacity for output and funding acquisition.

Research groups may be affiliated with INCLIVA if, through their scientific track record, excellence in research and output, they have demonstrated proven quality and are willing to adhere to a series of objectives set out in the Strategic Plan.

To apply for affiliation as a consolidated research group, and in accordance with the ISCIII's technical evaluation guidelines, the group must demonstrate, over the last five years:

- Success in securing funding through competitive public, national or international calls for proposals, to support the development of their research areas and the recruitment of staff.
- Stable lines of research, developed through successive projects.
- Collaborative scientific output of proven quality, alongside innovation activities demonstrated through the sustained development, over the same period, of initiatives for innovation and translation into the clinical setting (implementation of CPGs, innovation in care processes) and the productive sector (patents, development of medical devices, etc.).
- Proven capacity to train pre-doctoral researchers and technical support staff.

As evidence of all the above, the group must demonstrate the following over the last 5 years:

- It has undertaken at least two national or international projects, whether public or private.
- To have at least five publications as a senior or corresponding author in the first quartile and to have supervised at least one doctoral thesis.

Furthermore, during the evaluation process by the organisation's Internal Scientific Committee and External Scientific Committee, the following will be assessed:

- Leadership in independent or industry-sponsored clinical research studies.
- Hold patents, utility models or registered software.
- Experience in setting up technology-based start-ups.
- Securing funding through contracts with industry.
- Participation in research networks (CIBER, RICORS, etc.).
- Other merits relating to responsible research and innovation (RRI)

In this category, the Principal Investigator (PI) must appoint a Co-PI at least six years before their retirement. During the transition period, the Co-PI must demonstrate I3/R3 status and prove their independence.

It is also possible to appoint a Co-PI without being in the situation described in the previous paragraph. In this case, the aim is to enhance the group's robustness and competitiveness and/or to promote integration between basic or experimental R&D&I and clinical research. The new Co-PI must hold the I3/R3 certificate or equivalent. Both principal investigators must demonstrate that they participate jointly in fundraising, in the development

of competitively funded projects, in co-authoring publications as lead authors, and in the joint training of research staff, amongst other activities.

## EMERGING RESEARCH GROUP

Emerging groups are characterised by being led by research staff with I3/R3 status, who have an established track record and promising future prospects. However, they have not yet reached maturity in their scientific activity, either because they do not yet have the capacity to consistently secure funding from national or European sources, or because they do not have a consistent output over time, meaning the group has not yet achieved a consolidated standard of activity.

The emerging group must demonstrate proven potential for scientific growth and have its own research programme, which is clearly defined and independent of its mentor group.

To be classified as an emerging research group and in accordance with the ISCIII Technical Evaluation Guide, the group must meet the following criteria:

- It must have independently secured funding for its first project through competitive public calls for proposals at national level within the last three years.
- Demonstrate consistent research activity and, within the last five years, have secured at least two research projects through competitive public calls for proposals at regional level, with authorship (as first, last or corresponding author) in publications of proven quality within their field of study.

Newly established groups led by researchers who have primarily been recruited through calls for applications under programmes such as the Miguel Servet, Joan Rodés, Plan GenT, Ramón y Cajal or equivalent incorporation schemes will also be considered emerging groups. In order for these researchers to establish an emerging group recognised by the institution, they must: (1) have successfully completed their Incorporation Programme; (2) have obtained the I3/R3 certificate from the Ministry of Science, Innovation and Universities; and (3) have received a positive evaluation from the institution's Internal Scientific Committee and External Scientific Committee. Meeting the ISCIII criteria to be a Principal Investigator (PI) of an emerging group merely entitles the applicant to be assessed by INCLIVA committees. The Internal Scientific Committee (ISC) will assess the strategic relevance of the new group's R&D&I, whilst the External Scientific Committee (ESC) will carry out a final overall assessment based on the group's strategic relevance and merits. Once they have been designated as emerging groups, in order to be eligible for the Support Scheme, emerging groups must define and submit to the Internal Scientific Committee a medium-term action strategy (3 years), along with their aspiration to meet the criteria for a consolidated group within 5 years.

## HOSPITAL SERVICES / ASSOCIATED CLINICAL GROUP

Associated Clinical Research Groups are defined as groups of professionals working at the DS Clínico-Malvarrosa, or research groups which, whilst not meeting the quality criteria to be classified as established or emerging research groups, can demonstrate a stable collaboration with another emerging or established research group at the Institute over the last five years (this stable collaboration must be demonstrated during the accreditation process). Through this collaboration, Associated Clinical Research Groups will carry out activities such as recruiting participants, collecting data and/or analysing information in competitively funded research projects. This definition also includes groups conducting research on individual projects with non-competitive funding.

## PROCESS FOR AFFILIATION WITH INCLIVA AS A NEW R&D&I GROUP

New R&D&I groups wishing to be affiliated with INCLIVA must write to the INCLIVA Scientific Production Unit (memoria@incliva.es) expressing their interest in becoming accredited.

Once the application has been received, the relevant documentation will be requested (group composition, scientific output in recent years, research areas and scientific objectives for the next five years, etc.). This documentation will be reviewed and submitted to the Internal Scientific Committee for evaluation. Where there are several groups with a similar research focus and sufficient critical mass, the Internal Scientific Committee will be responsible for assessing the suitability of forming a new research area. Proposals recommended favourably by the Internal Scientific Committee must be approved by the External Scientific Committee and submitted by the Scientific Directorate to the governing bodies for ratification. The application process remains open at all times. The affiliation of new groups or the withdrawal of existing groups from the UV and the Carlos Simón Foundation will be included in the annual amendment to the relevant annex of the Specific Affiliation Agreement signed with the institution to which the group belongs. INCLIVA will prioritise certain lines of research based on excellence and scientific output, without detracting from the research carried out within the other research groups.

Finally, given that INCLIVA is responsible for managing all R&D&I carried out at the Valencia Clínico Malvarrosa Health Department, those hospital departments conducting research or innovation will form part of it, unless they formally apply for affiliation as an associated, emerging or established clinical group and undergo the evaluation process described above.

| Group registration | Procedure | Approval and ratification by: |
|---|---|---|
| Registration of a new group | Expression of interest by emailing memoria@incliva.es, followed by the completion of documentation containing information about the group (letter of affiliation, CV of the Principal Investigator and Excel spreadsheet of merits) | Approval by the CCI (March, June, September and December)<br><br>Ratification by the CCE (November), the JG (March, June, September and December) and the Board of Trustees (June and December) |

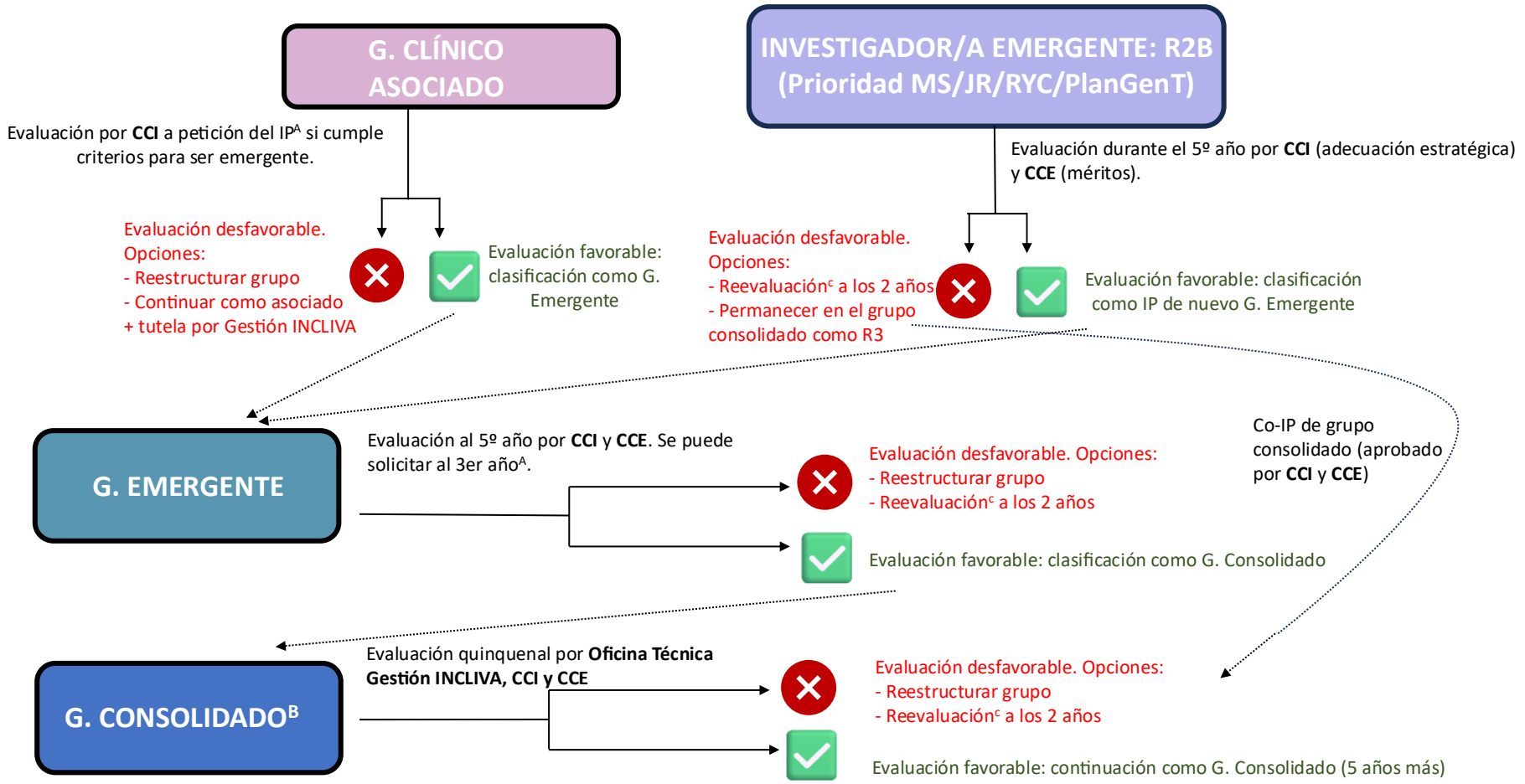
## PROCESS FOR CHANGES TO EXISTING GROUPS

As in the previous section, the addition or removal of new researchers from groups that are already affiliated will be proposed by the Principal Investigator of the receiving group.

| Type of update to an existing group | Procedure | Approval/ratification by: |
|---|---|---|

| | | |
|---|---|---|
| 1. Change of Principal Investigator (PI) for the group | Complete Form I and send it to , memoria@incliva.es or , attaching the CVN | Favourable report from the CCI, approval by the Governing Board and notification to the CCE |
| 2. Addition/removal of Co-IP | Complete Form II and send it to , memoria@incliva.es or , attaching the CVN in the case of a new addition | Favourable report from the CCI, approval by the Governing Board and notification to the CCE |
| 3. Registration/deregistration of a group member or transfer to another group | Complete forms III, IV and V, respectively, and email , memoria@incliva.es or | Notification to the CCI |
| 4. Complete deregistration of a group due to the deregistration of an IP | Complete Letter VI and send it to memoria@incliva.es<br>The INCLIVA Management Office, together with the group members, will explore possible alternatives: appointing a new Principal Investigator or transferring members to other groups. | Favourable report by the CCI and approval by the Governing Board, followed by notification to the CCE |
| 5. Change of category for the Principal Investigator or group member: R1–R2a–R2b (emerging)–R3–R4 | Complete Form VII and send it to memoria@incliva.es | Favourable report by the CCI, approval by the Governing Board and notification to the CCE: (1) R2a to R2b, (2) R2b to R3 and (3) R3 to R4 |
| 6. Change of group name | Write tomemoria@incliva.es | Notification to the CCI |
| 7. Changes to the group's focus and objectives | Write tomemoria@incliva.es | Notification to the CCI |
| 8. Application to join or leave the Cross-Curricular Programme | Please emailmemoria@incliva.es | Approval by the Cross-disciplinary Programme coordinator |

## OUTLINE OF THE GROUP EVALUATION PROCESS




[A] Para solicitar **evaluación** por parte de G. Asociado o G. Emergente: memoria@incliva.es

[B] IP de grupo ha de nombrar Co-IP al menos 6 años antes de jubilación y Co-IP debe acreditar I3 y demostrar independencia durante transición. Puede existir Co-IP sin finalidad de relevo generacional.

[C] Solamente habrá una posible reevaluación en cada caso

- **Plazos de evaluación CCI**: marzo, junio, septiembre y diciembre
- **Plazos de evaluación CCE**: noviembre
- **Plazo de evaluación Oficina Técnica Gestión INCLIVA**: junio

# 5. LEVELS AND TYPES OF RESEARCHERS

In accordance with the European Commission's classification of research staff, the different researcher profiles are categorised according to the stage of their professional career. This classification distinguishes between Researcher in Training (R1), Early-Career Recognised Researcher (R2A), Emerging Recognised Researcher (R2B), Established Researcher (R3) and Leading or Senior Researcher (R4).

The characteristics and competencies of each category are described below, in accordance with the European descriptors[1] and the ISCIII:

## Researcher in Training – R1, First Stage Researcher

These are researchers with the following characteristics:

- In the early stages of their research career.
- They do not hold a PhD.
- A temporary, fixed-term contract (< 5 years) with the prospect of progression to other roles.
- Recruited through competitive or non-competitive selection processes (hired for R&D&I projects).
- Their work is supervised.

Examples: Marie Curie ITN (EC), Río Hortega (ISCIII), FPI (MINECO), PFIS (ISCIII), competitive calls from the Institute, researchers hired for projects, etc.

The required skills are:

- Researchers who carry out research and innovation work under supervision.
- Researchers committed to developing expertise in research methodology and specific subject areas.
- They must have demonstrated a good understanding of their field of study and the ability to produce results under supervision.
- They must be capable of critical analysis, and of evaluating and synthesising new and complex ideas.
- They must be able to explain the results of their research/innovation and its value to other researchers.

Desirable skills include:

- They develop integrated language, communication and contextual skills, particularly in an international context.

## Emerging Researcher – R2, Recognised Researcher

Required competencies:

- PhD graduates who do not yet possess a significant level of independence.

[1] Research profile descriptors | EURAXESS (europa.eu) / Frequently asked questions (isciii.es)

• In addition to meeting the requirements described for the R1 profile, R2s must demonstrate:

• A systematic and demonstrated understanding of their field of study and expertise in research within that field.

• Ability to conceive, design, implement and adapt a research programme.

• Have made significant contributions through original research that pushes the boundaries of knowledge by developing a line of research, innovation or application (merit in national or international publications or patents).

• Critical analysis, evaluation and synthesis of new and complex ideas.

• Ability to communicate with colleagues, explaining the results of their R&D&I and adding value to the research community.

• Taking charge of their own careers by managing their progression, setting achievable and realistic milestones, and identifying and developing ways to improve their employability.

• Co-authoring papers for workshops and conferences.

Desirable skills:

• They understand the priorities of industry and other employer sectors, and the value of their work within the context of production and services.

• Are able to promote technological, social or cultural advances in a knowledge-based society, and to act as a mentor to R1 research staff.

• They are able to communicate with the public about their area of expertise.

2 subtypes:

Recognised early-career researchers (R2A):

These are researchers with the following characteristics:

• A temporary, fixed-term contract.

• They are not principal investigators (PIs) on competitive research projects, although they may lead certain studies or projects funded by the Institute itself or through agreements with various sectors and institutions, albeit of a non-competitive nature.

Examples: Sara Borrell or Río Hortega with a PhD (ISCIII), Juan de la Cierva, Marie Skłodowska-Curie Actions …

Recognised emerging research staff (R2B):

These are research staff with the following characteristics:

• They are project principal investigators (PIs) or have been so during their previous research career.

• They are listed as senior authors on scientific articles (last author).

Examples: Miguel Servet (ISCIII), Ramón y Cajal (MINECO), Joan Rodés (ISCIII), Marie Skłodowska-Curie…

Postdoctoral researchers who meet these criteria may be recognised as emerging researchers and incorporated into INCLIVA, subject to an assessment of their merits by the Internal Scientific Committee. Preference for recognition as an emerging researcher will be given to research staff on the Miguel Servet, Ramón y Cajal, Joan Rodés, Plan GenT or equivalent programmes, in their first year of funding. They will be recognised on an individual basis, but must maintain close links with an established group and must demonstrate a significant scientific output, the alignment of their research with the prioritised research areas, and the existence of collaborations with INCLIVA groups. Furthermore, they must declare their commitment to becoming an emerging group within a maximum of 5 years of their recognition. If, after 5 years, the emerging researcher has not been recognised as an emerging group, they will retain their affiliation with their original group.

### Established Researcher – R3, Established Researcher

This refers to research staff with the following characteristics:

- Their contractual positions are permanent or at least open to extension.
- They are Principal Investigators (PIs) and enjoy a high degree of independence.
- They must be recognised or accredited by the Institute external Scientific Committee following an internal assessment or one carried out by a recognised external body (e.g. ANECA).
- They are assessed on an ongoing basis by the Institute.

Examples: Joan Rodés, Miguel Servet, Ramón y Cajal (tenured) …

Required skills:

- Researchers who have achieved independence.
- In addition to meeting the competencies required of research staff at earlier stages, they have a reputation for research excellence in their field, making positive contributions to the advancement of knowledge, research and development through cooperation and collaboration.
- They identify R&D&I challenges and opportunities within their areas of expertise.
- They identify appropriate methodologies and approaches.
- Carry out independent research and innovation that advances a research programme.
- They lead the implementation of collaborative projects in cooperation with colleagues and partners.
- Publish papers as lead author and organise sessions at workshops or conferences.

Desirable skills:

- Establish collaborations with industry R&D groups.
- Effectively communicate their research and innovation to the research community and society.
- They take an innovative approach to their work.
- They are able to form research consortia and secure funding, budgets and resources from public bodies or industry.

• They are committed to their own professional development and act as mentors to others.

### Principal Investigator (PI) – R4, Leading Researcher

In this regard, the European classification of research staff sets out the following requirements for the classification of a Principal Investigator (R4):

Required skills:

• They lead their area or line of research. This includes being the PI of a research group or head of industrial R&D laboratories. In specific disciplines, they may work as an independent researcher (without a group).

• In addition to meeting the competencies required of R3 researchers, they must:

• Have an international reputation based on the excellence of the research they carry out in their field.

• Demonstrate critical judgement in identifying and carrying out their research activities.

• They make a substantial contribution to their field of research or across multiple areas.

• They develop a strategic vision for the future of research in their field.

• They recognise the implications and applications of their research.

• They publish and present influential papers and books, serve on organising committees for workshops and conferences, and deliver invited presentations.

Desirable skills:

• Experts in project management and leadership.

• Experts in coordinating and supporting the professional development of others.

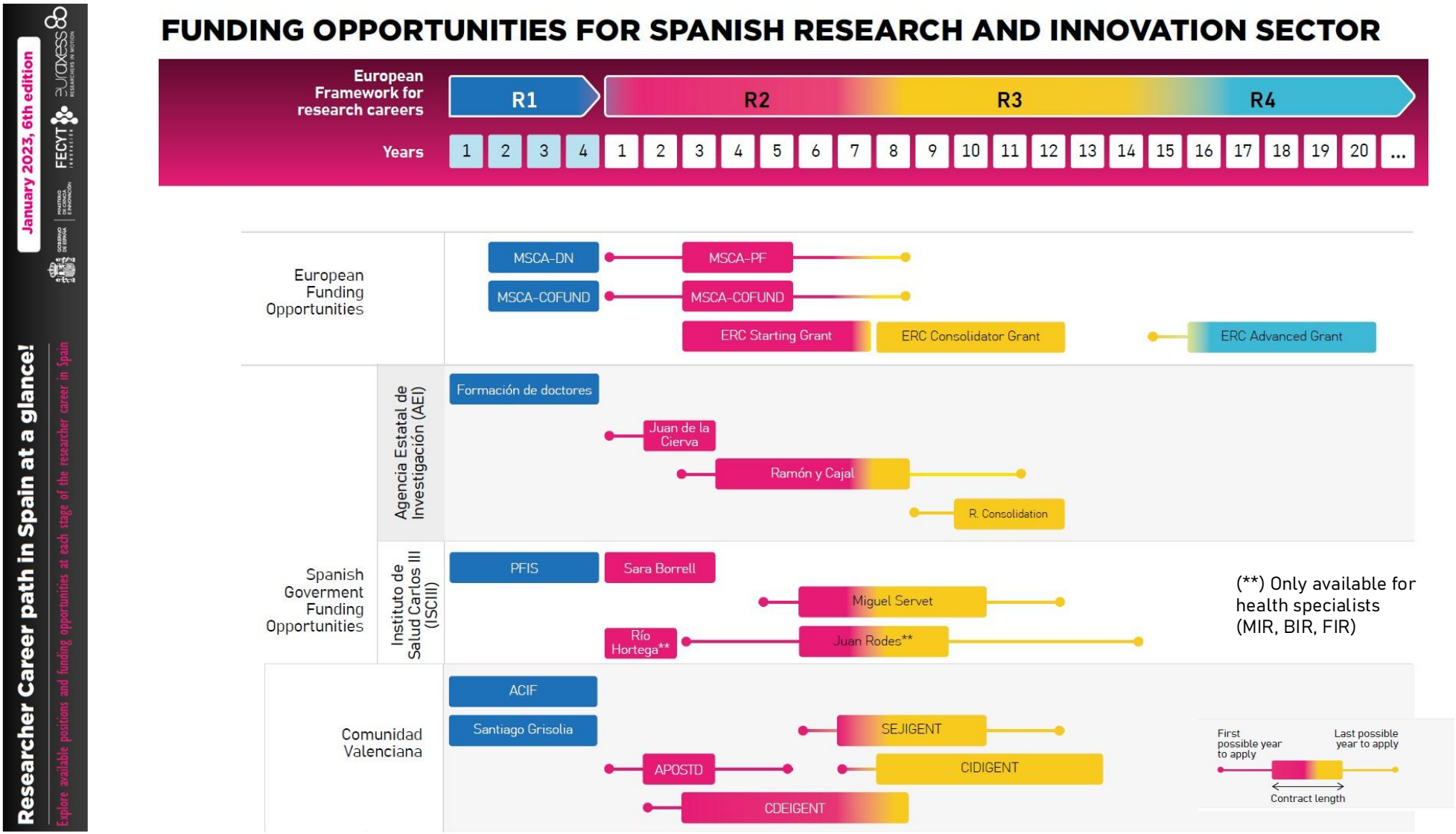
• Proven ability to raise significant funds, secure budgets and obtain resources.

• Beyond building teams and fostering collaborations, they are able to focus on a long-term work plan (e.g. securing funding to retain research staff).

• Excellent communicators who are adept at forging new collaborations both within and outside the research community.

• They are able to create an innovative and creative environment for R&D&I.

• They act as role models for the professional development of others.


January 2023, 6th edition
Researcher Career path in Spain at a glance!
Explore available positions and funding opportunities at each stage of the researcher career in Spain
FUNDING OPPORTUNITIES FOR SPANISH RESEARCH AND INNOVATION SECTOR
European Framework for research careers
R1
R2
R3
R4
Years
1 2 3 4 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 ...
European Funding Opportunities
MSCA-DN
MSCA-PF
MSCA-COFUND
MSCA-COFUND
ERC Starting Grant
ERC Consolidator Grant
ERC Advanced Grant
Spanish Goverment Funding Opportunities
Agencia Estatal de Investigación (AEI)
Formación de doctores
Juan de la Cierva
Ramón y Cajal
R. Consolidation
Instituto de Salud Carlos III (ISCIII)
PFIS
Sara Borrell
Miguel Servet
Río Hortega**
Juan Rodes**
Comunidad Valenciana
ACIF
Santiago Grisolia
SEJIGENT
APOSTD
CIDIGENT
CDEIGENT
(**) Only available for health specialists (MIR, BIR, FIR)
First possible year to apply
Last possible year to apply
Contract length

## CRITERIA FOR PROMOTION WITHIN THE RESEARCH CAREER PATH AT INCLIVA

| Assessment | Merit |
|---|---|
| Promotion from R1 to R2a | PhD degree |
| Promotion from R2a to R2B | Award of competitive postdoctoral funding such as Ramón y Cajal, Joan Rodés, Miguel Servet, Plan GenT or equivalent |
| Promotion from R2B to R3 Group leader | R3 certificate. The creation of the new group must be approved by the CCI and the CCE |
| Promotion from R2A to R2B to R3 (without being a group leader) | R3 certificate. In the event of appointment as Co-PI within the established group, this must be approved by the CCI and the CCE |

| Assessment | Publications | Competitive projects | Thesis supervision | Innovation/Recognition |
|---|---|---|---|---|
| Promotion from R2a or R2B to R3 (without being a group leader) * (evaluation period: 5 years) | • 5 original articles in Q1 journals.<br>• 1 of these as lead author** (Q1 journals). | At least one competitive grant as principal investigator (PI) or co-principal investigator (co-PI) | Supervision of a PhD thesis or a Master's student | • Knowledge and technology transfer activities (patents, licences, etc.).<br>• Participation in journal editorial boards, conference organising committees, and science outreach activities. |
| **Promotion from R3 group leader to R4 group leader** (evaluation period: 5 years) Approval by the CCI and CCE | Continued excellence in research with significant impact on the field and/or changes in clinical practice. The minimum indicators are:<br>• 5 original articles in Q1 journals.<br>• 2 of these in D1 journals.<br>• 3 of these as lead author** (Q1 journals).<br>High-impact publications as lead author will be particularly highly regarded and may result in the above requirements not being strictly applied. | Ongoing funding as principal investigator from national public agencies. Competitive international funding will be particularly valued. | Supervision of two doctoral theses. At least one completed. | • Knowledge and technology transfer activities (patents, licences, etc.).<br>• Invited to speak at high-impact international conferences.<br>• Membership of journal editorial boards.<br>• Conference organising committees and science outreach activities.<br>• Participation in national and international collaborative studies in a significant role, including leadership. |
| **Promotion to R3 or R4 group leader with clinical practice** (evaluation period: 5 years) Approval by the CCI and CCE | Ability to conduct clinical and translational research, including studies of disease mechanisms, diagnostic techniques or other research providing fundamental knowledge on the prevention, diagnosis or management of the disease. The minimum indicators are:<br>• original articles in Q1 journals.<br>• of these as lead author** (Q1 journals).<br>High-impact publications as lead author will be particularly valued and may result in the above requirements not being strictly applied. | At least one competitive national grant as principal investigator | Supervision of 1 doctoral thesis, ideally completed. | • Knowledge and technology transfer activities (patents, licences, etc.).<br>• Invited to speak at international conferences.<br>• Participation on journal editorial boards, conference organising committees, and science outreach activities. |

*Merits in the absence of an R3 certificate
**Last author or corresponding author

## CHANGES TO THE MERIT ASSESSMENT PERIOD

Interruptions due to the reasons listed below shall be excluded from the assessment periods indicated in the preceding sections:

- Periods of leave taken in connection with maternity or paternity, adoption, or foster care for the purposes of adoption or foster placement, taken in accordance with the protected circumstances set out in the General Social Security Scheme. An extension of one year shall apply for each child.

- Temporary incapacity due to serious illness or accident affecting the applicant, with sick leave of three months or more. An extension of one year shall apply.

- Temporary incapacity during pregnancy due to pregnancy-related causes, with a period of sick leave exceeding two months. An extension of one year shall apply, which shall be added, where applicable, to the extension set out in the first point.

- Care for people in a state of dependency, in accordance with the provisions of Law 39/2006 of 14 December on the promotion of personal autonomy and care for people in a state of dependency, for a minimum period of three months. An extension of one year shall apply.

## RIGHTS AND OBLIGATIONS OF ACCREDITED RESEARCH GROUPS

### RIGHTS OF ACCREDITED R&D&I GROUPS

- To be eligible to apply for and potentially receive funding from grant schemes and/or support programmes established for each category of group.

- To receive institutional visibility, both internally and externally, regarding their research area, activities and composition, as well as any other aspects of interest.

- Obtain certification from the institution regarding the volume and type of R&D&I activities carried out over a specific period.

- To be part of the scientific advisory bodies of INCLIVA.

- To collaborate in the development of the Cooperative Scientific Plan.

- Use the name and image of INCLIVA, in conjunction with the affiliated organisation (affiliation regulations), in their publications and research activities in general, in accordance with the terms set out in the applicable regulations.

- Make use of INCLIVA's shared support services: Platforms – INCLIVA –Biomedical Research Institute

- To participate in calls for proposals and funding schemes run by INCLIVA.

- Take part in calls for proposals exclusively or preferentially open to accredited institutes.

- Be eligible to participate in the collaborative research networks of which INCLIVA is a member.

- Be eligible for co-funding from INCLIVA.

- Be registered in INCLIVA Register of Groups and Staff.

- Be included in INCLIVA Scientific Report.

OBLIGATIONS OF ACCREDITED R&D&I GROUPS

• Notify the Scientific Output Unit of any requests—including the withdrawal of members and the addition of new members and collaborators approved by the Principal Investigator—as well as any incidents arising in relation to the group's activities, so that these may be accurately reflected in the Register of Accredited Groups.

• Submit the information requested for the preparation of INCLIVA Scientific Report.

• Attend the annual meetings of the Cross-cutting Programmes and provide the information required to produce the Cross-cutting Programmes' Results Reports. Review these reports once they have been produced.

• Provide presentations and photographs for the research group's website and for the Principal Investigator (PI), Co-Principal Investigator (Co-PI) and emerging researcher within the group.

• Comply with the Institute's Affiliation Regulations.

• Comply with Open Science criteria (group publications and data).

• Research staff must create an ORCID identifier and use it in their scientific output and CVs.

• Keep their Curriculum Vitae up to date (in CVN and CVA formats).

• Carry out projects under calls for proposals or contracts with external organisations with the utmost diligence, in order to achieve the objectives set out therein within the specified timeframe and budget.

• Collaborate in activities to publicise INCLIVA's research work.

• To promote the transfer of technology and knowledge arising from the results obtained in the projects carried out.

• Comply with INCLIVA code of good practice.

• Use the institutional email address of the organisation to which the group member is affiliated as the means of communication, avoiding the use of personal email addresses.

# 6. INSTITUTIONAL POLICIES

## QUALITY POLICY

As part of its commitment to providing high-quality services to researchers affiliated with INCLIVA, as well as to the sponsors of research studies and projects and other stakeholders, INCLIVA has a quality management system whose scope encompasses both the management activities it carries out and the scientific services provided to research staff.

The institutional Quality Policy is based on compliance with the legal and regulatory requirements applicable to each service, the continuous improvement of the activities carried out, and meeting the needs and expectations of the various sectors to which it provides services.

## INNOVATION POLICY

The aim of INCLIVA's Innovation Policy is to foster an innovative ecosystem and generate a significant positive impact on society. This policy is underpinned by four lines of action:

- The effective transfer of knowledge and results to the healthcare system, the business sector and society, maximising their positive impact.
- Active collaboration between research groups, healthcare professionals, companies, patients and other key stakeholders, both nationally and internationally.
- The incorporation of good innovation management practices, in accordance with the ISO 56001 standard, to ensure a structured, systematic and sustainable approach across all R&D&I activities.
- The development of a culture of open innovation that fosters creativity, continuous learning and transformation in healthcare research.

With this policy, INCLIVA reinforces its commitment to leading scientific and technological progress in the healthcare sector, enhancing its capacity to deliver innovative solutions that generate value for society, fostering a culture of continuous improvement and ensuring regulatory compliance in all its activities, thereby contributing to sustainable development.

## TRANSPARENCY POLICY

All information relating to the use of public resources and the planning and management of activities related to biomedical research is provided in a structured and easily accessible manner on the 'Transparency Portal' of the website, in compliance with Law 1/2022 of 13 April of the Generalitat on Transparency and Good Governance in the Valencian Community and Law 19/2013 of 9 December on transparency, access to public information and good governance.

## EQUALITY PLAN

In May 2016, INCLIVA declared its commitment to establishing and developing policies that promote equal treatment and opportunities for women and men. The Institute has an Equality Plan for Women and Men in place, which sets out a series of fundamental principles based on values and commitments that enable us to achieve equality between women and men.

## LGTBI PLAN

To ensure effective equality of rights for LGBTI people at INCLIVA, the Foundation has drawn up the First LGBTI Diversity Plan. This plan aims to establish a 'Zero Tolerance' policy towards discrimination and harassment, promote respectful working environments, raise awareness of rights and equal opportunities, and increase the visibility of LGBTI people. With the approval of this plan, INCLIVA declares its commitment to diversity.

Furthermore, a Protocol for the prevention of and response to harassment on the grounds of sexual orientation, gender identity and/or gender expression has been drawn up with the aim of fostering a culture of prevention, demonstrating zero tolerance, facilitating the identification of harassing behaviour, establishing an accessible procedure for confidential complaints, investigating complaints internally in a swift and confidential manner, as well as taking action against the person responsible for the harassment and providing redress to the affected victim

### OPEN SCIENCE POLICY

INCLIVA's open science policy reflects its strategic commitment to transparency, accessibility and collaboration in the scientific process. Inspired by the principles set out in UNESCO's Recommendation on Open Science (2021) and the OECD guidelines, this policy promotes free and open access to research outputs, including publications, data, software and methodologies. The aim is to ensure that the knowledge generated by the Institute is available to the entire scientific community and society at large, thereby promoting reproducibility, the efficient use of resources and the generation of social impact. UNESCO defines open science as an inclusive approach that facilitates the circulation of knowledge beyond institutional and geographical boundaries, and which opens up scientific processes to social actors beyond the traditional academic community. The OECD, for its part, highlights the economic and social value of open data policies, emphasising their potential to boost competitiveness, innovation and evidence-based decision-making. In this regard, the Institute's institutional adoption of these principles places it in a position of leadership and responsibility within the international biomedical research system.

At national level, this policy is in line with the provisions of Article 37 of the Law on Science, Technology and Innovation (amended by Law 17/2022), which requires that the results of publicly funded research be made openly accessible. It also complies with the principles of the Carlos III Health Institute (ISCIII), which requires the implementation of data management plans and open access to scientific publications in its competitive calls for proposals. Furthermore, this approach responds to the growing requirements of other public and private funders—both national and international—who regard open science as a criterion of quality, impact and social responsibility.

## 7. COMMUNICATION CHANNELS

One of INCLIVA's main strategic objectives, both in general and in promoting integration, is communication at all levels. To this end, it has developed a Communication Plan designed to inform all professionals about the institution's activities and results, as well as to foster a culture of unity and integration within INCLIVA. The Plan's main lines of action are: internal communication, scientific communication and public communication.

The current communication channels are:

**Website**

INCLIVA has a website (www.incliva.es) which includes, amongst other things, the following sections:

- **Home page:** this page features INCLIVA's key figures and the latest news headlines in the top banner. From the top menu, users can access news, current calls for applications and training events directly.
- **News**: in this section, you can view all news items sent to the media and others published exclusively on the website, as well as the latest newsletters and the events calendar.
- **Training:** this section contains information on the courses and seminars delivered, as well as the conferences organised by INCLIVA.
- **Intranet:** this open section provides general institutional information from the management system, as well as other documents of interest. Through this section, you can access a restricted-

access area for contracted staff, where you can view personal documentation relating to your employment with INCLIVA.

### Scientific Culture and Innovation Unit – UCC+i

INCLIVA forms part of the network of scientific culture and innovation units of the Spanish Foundation for Science and Technology (FECYT).

Today, the UCC+i units are among the leading players in the dissemination and popularisation of science and innovation in Spain and provide a key service for improving and enhancing scientific training, culture and knowledge within society.

Furthermore, open days and visits for young students – both university and non-university students – are designed to help young people understand the impact of science and technology on our lives and to develop a more critical and engaged perspective. These initiatives help to inspire scientific vocations from a very early age and contribute to the institution's objective of attracting young talent.

All initiatives promoted by the UCC+i require the participation of researchers affiliated with the institution's research groups.

### Social media

INCLIVA maintains profiles on the main social media platforms (Facebook, LinkedIn, X and Instagram), through which news and events of interest to the institute's community of researchers and collaborators are posted daily.

### Email lists

Researchers who have requested to be included are added to the email distribution list. Information of interest is sent via this list to ensure it is accessible as quickly as possible.

### Hospital Clínico Universitario de València Intranet

The Hospital Clínico Universitario de València has a restricted intranet accessible to computers connected to the hospital's network. Its noticeboard includes links to news items published on INCLIVA website that may be of interest to staff, as well as direct access to the website itself, so that further information can be obtained.

### Newsletter

An institutional newsletter is sent out monthly to the mailing list, containing news relating to INCLIVA's activities and upcoming events.

### Weekly Research and Innovation Bulletin

A weekly bulletin is sent out containing details of new calls for funding, those currently open and those due to close shortly, as well as training events and other information of interest.

### Information circulars

In cases where the information to be published is considered to be of particular interest, an information circular is drawn up, containing a summary of the relevant details, and sent to the Group's Principal Investigators and Heads of Department so that they may disseminate the information amongst staff members.

### Regular meetings of the scientific management team

On a regular basis, the scientific management team meets with the research staff attached to the institute to provide an update on the institute's status and to gather feedback to inform decision-making.

### Personalised information

INCLIVA's scientific management department, after analysing the available information – in particular, published calls for grants – and based on its understanding of the needs of the various research groups, informs the principal investigators of the specific details of the calls.

### Videoconferencing

INCLIVA's facilities are equipped with videoconferencing equipment should this be required for the conduct of activities.

## 8. QUALITY MANAGEMENT SYSTEM

As part of the institution's commitment to quality, which has been in place since its inception, it has been decided to adopt standardised management models in each of its functional units so that, through third-party audits, clients and stakeholders can be assured of their proper functioning.

The objectives of the Quality Management System are as follows:

- To describe how the various existing management systems are integrated to ensure, as a whole, the proper management of INCLIVA Biomedical Research Institute as a macro-system.
- To define and develop the institutional quality policy, with which the quality policies for each management system must be aligned.
- Describe the planning and integration of resources that enable more efficient operation.
- Facilitates understanding of the management system for new members of the organisation, as well as for external organisations interested in how it operates.

Each operational unit of INCLIVA is considered an independent management system, with its own resources, objectives and processes. Each operates on the basis of the standardised management model deemed most appropriate to its characteristics and needs.

For service delivery processes, the ISO 9001 model is used, whilst innovation management follows the requirements of the ISO 56001 standard. Certain technical processes of great relevance to clinical research have been accredited under the ISO 15189 model.

Each of these systems identifies its own clients and stakeholders, who may be located both within and outside the Institute.

## 9. TRAINING PLAN

INCLIVA has a biennial Training Plan aimed at all staff at the Institute, including both research staff and technical, support and management staff. The aim of the Training Plan is to meet the Institute's training needs, including, amongst other things, training in research methodology, good research practice, the translation of results into clinical practice, cross-cutting leadership skills in science (including scientific communication aimed at the

general public), specialised technical training for professionals in the support units, and mentoring initiatives for emerging research centres and groups. The Training Plan is drawn up in line with the Institute's Strategic Plan and takes into account the needs of the scientific areas identified by the Internal Scientific Committee and through surveys sent to all members of the Institute. The Training Plan is reviewed by the Training and Mobility Committee, which also acts as the body responsible for monitoring its implementation.

## 10. SHARED RESOURCES

The agreement signed for the affiliation of research groups from the University of Valencia and the Carlos Simón Foundation to INCLIVA sets out the commitments undertaken, which include material resources (scientific infrastructure) and physical spaces.

INCLIVA makes its own management platforms available to its research staff:

- Biobank
- Precision Medicine Unit
- Biomarker Analysis Unit
- Molecular, Cellular and In Vivo Analysis Unit
- Bioinformatics Unit
- Biostatistics Unit
- Body Composition Unit
- Analytical Liquid Chromatography Unit
- Mass Spectroscopy Unit
- Clinical Research and Clinical Trials Unit
- Data Science Unit

The University of Valencia makes the research platforms of the Central Medical Research Unit (UCIM) available.

Furthermore, INCLIVA participates in the ERDF strategies led by the Regional Ministry of Health, which have provided research foundations in the Valencian Community with shared scientific and technical infrastructure accessible to all researchers.

As regards bibliographic resources, the University of Valencia has a wide range of subscriptions to scientific journals available from any network location within its premises. The university also has the RODERIC institutional repository for open access and the digital dissemination of knowledge. Staff attached to INCLIVA, meanwhile, have access to the library of the Valencian School of Health Studies (EVES) via the hospital's intranet. Furthermore, access to *Web of Science* is available via INCLIVA and hospital networks, enabling users to consult publications from journals affiliated with *Clarivate*.

# 11. INTERRELATIONSHIPS BETWEEN THE STRATEGIC PLAN, THE INTEGRATION PLAN AND THE TRAINING PLAN

INCLIVA's main strategic focus for the coming years is to define a new strategic framework for the Scientific Plan that addresses the needs of its professionals and maximises their strengths and capabilities in order to achieve a distinctive position within its sector. To this end, the following areas of action have been identified to guide this change in direction: (1) the incorporation of cutting-edge and multidisciplinary techniques, technologies and fields of work, taking advantage of the boom in new technologies and the resources available within the Institute; (2) the provision of the necessary spaces and resources to ensure the proper execution of the proposed activities; (3) strengthening a structure and operational framework that optimises both existing resources and capabilities and those to be acquired in the future; (4) ensuring a critical mass of researchers of the highest calibre, with significant relevance and impact in their respective fields of activity; and (5) consolidating activity in areas of great potential within the context of INCLIVA, such as innovation and the integration of society as a strategic asset.

Linked to these areas of action, the Strategic Plan for the period 2025–2029 sets out the following strategic objectives for the institution:

To promote the development of INCLIVA's research at all levels, by strengthening multidisciplinary translational R&D and consolidating new disciplines and emerging fields.

To provide research groups with the resources and facilities appropriate to their perceived needs, in order to ensure the institution's proper development and growth at a scientific level.

To optimise INCLIVA's institutional management and governance processes in order to provide a responsive, transparent and consistent service to all staff, fostering a sense of belonging to the organisation.

To ensure the sustainability and strengthening of INCLIVA's critical mass of researchers in the medium and long term, by promoting scientific leadership and the professional development of its staff.

To promote INCLIVA's activities at local, national and international levels, building a network of collaborators and strategic partners that will enable it to increase its international presence and standing.

To consolidate areas of activity within INCLIVA that complement research and reinforce its distinctiveness and specialisation, focusing on innovation, impact and a patient- and society-centred approach.

Taking these six strategic objectives into account, 23 action plans have been defined to achieve each of them. From among the plans identified under each strategic objective, one challenge has been defined, which is simply a high-priority action plan. The challenges for the period 2025–2029 are as follows: (1) Enhancing multidisciplinary research; (2) Spatial planning; (3) Internal communication plan; (4) Enhancing generational renewal; (5) Enhancing international activity; and (6) Enhancing the culture of innovation.

# 12. MECHANISMS FOR INTERACTION AT THE SCIENTIFIC LEVEL

INCLIVA's Management and Scientific Directorate are supported by the External Scientific Committee and the Internal Scientific Committee, which act as advisory bodies to ensure compliance with the institution's R&D&I objectives and commitments . In addition, seminars, briefing sessions and workshops are held regularly for research staff, with the aim of communicating the most important aspects to each group, pooling suggestions,

identifying opportunities for improvement, presenting new opportunities for collaboration, etc. Furthermore, the scientific management structure is in constant contact with the coordinators of all research groups and centralises requests, proposals for activities and projects, and collaborations between the various units and groups.

## 13. COOPERATIVE SCIENTIFIC PROJECT AND CROSS-CUTTING PROGRAMMES

Similar to what occurs at institutional level within the context of the Strategic Plan, the research groups affiliated with INCLIVA are responsible for drawing up the Cooperative Scientific Project (CSP), the aim of which is to establish or maintain collaboration between INCLIVA-affiliated groups working in different subject areas. The PCC is divided into Cross-cutting Programmes, each led by at least one coordinator. Each Cross-cutting Programme has a specific theme and defined objectives. Furthermore, it includes the contribution of the R&D&I carried out by the groups within the framework of this plan to the National Health System, the planned innovations and the gender perspective in research. The groups affiliated with each Programme must carry out the projects defined in the plan and meet the proposed interrelation indicators. The results of this project's implementation are reported annually in the organisation's Scientific Report. The coordinator of each programme is assigned the following responsibilities:

- To organise the scientific activity of the research groups that address and share a common area of knowledge.
- To propose to the Internal Scientific Committee the programme's scientific objectives and indicators that enable the assessment of the degree to which these objectives have been met.
- To communicate decisions taken by the Institute's Management to the members of their Programme and to ensure compliance with the agreed research commitments.
- To promote scientific interaction and cooperation between the groups within each Programme and between Programmes.
- Hold regular meetings, at least twice a year, between the Programme's research groups, drawing up proposals for their annual activities and the Strategic Plan.
- To submit an annual proposal to the Internal Scientific Committee setting out the training needs of the groups within the Programme, with a view to achieving the scientific objectives.

In short, its functions relate to fostering interconnection and cohesion in the work carried out by each of the groups.

INCLIVA will work, within the context of the actions proposed in the Strategic Plan, to redefine the scientific structure, with the participation of all research groups. In this way, the interconnection and integration of professionals in the Institute's ongoing development will be further strengthened.

## 14. IMPLEMENTATION OF THE INTEGRATION PLAN

The Institute's Management and Scientific Directorate, with the support of the Institute's Deputy Scientific Directorate, the Technical Secretariat and the Financial Directorate, will be responsible for ensuring the following general objectives are met:

• Incorporation of the necessary information from all research groups into the Institute's Staff, Data and Activities Registers.

• Recording of information on research groups (staff, data and the Institute's activities) in the annual scientific and financial reports.

• Representation of all the bodies that make up the institute, in accordance with the provisions of the Agreement and the various procedures approved by the governing bodies.

• Analysis of the extent to which the research groups' scientific objectives in each area have been met, as set out in the Cooperative Scientific Project.

• Monitoring of collaboration between the Institute's research groups through joint collaborative projects (research projects and publications co-authored by different groups within the Institute, both within and across areas).

• Extraction and analysis of the annual findings from the Institute's Quality Management System. Through the processes carried out by the Institute's Quality Management System, any potential deviations will be analysed and corrective actions will be implemented to improve integration mechanisms and foster interaction between the various parties.

## 15. APPROVAL AND ENTRY INTO FORCE

The revision of this edition of the document has been coordinated by the Deputy to the Scientific Director, with the participation of all the units referred to in its content. It was approved by the Governing Board of INCLIVA on 9 June 2025 and ratified by the Board of Trustees of INCLIVA on 17 June 2025.

This approval was granted within the framework of the powers conferred upon each of these bodies, and in accordance with the procedures laid down in the organisation's internal regulations.

## 16. ANNEXES

• Articles of Association of the Research Foundation of the Hospital Clínico de la Comunitat Valenciana – INCLIVA Foundation.
• Framework Cooperation Agreement between the Valencian Health Agency of the Regional Ministry of Health and the Research Foundation of the Hospital Clínico Universitario de València (INCLIVA Foundation).
• Specific collaboration agreement for the affiliation of research groups from the University of Valencia to the Research Foundation of the Hospital Clínico Universitario de València.
• Collaboration agreement between the University of Valencia, INCLIVA Foundation and Carlos Simón Foundation governing INCLIVA Biomedical Research Institute.
• PR-IN-PCCI – Operating Procedures of the Internal Scientific Committee.
• PR-EG-CI – Research Committee.
• PR-UAI-Cin – Innovation Committee.
• Internal Regulations of the External Scientific Committee.