

Enclosures: Endorsement Letter and Renewal Request

- **Letter of Commitment to the implementation of the Charter & Code through the HRS4R**
Signed by the NTNU Rector Torbjørn Digernes, 17 December 2008
- **HR Award Renewal Request under the “strengthened” HRS4R**
Signed by the Director for Organization Ida Munkeby, 18 June 2018



Trondheim, 4 December 2018

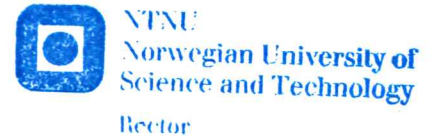
Date
17.12.2008Our reference
2008/1095/ØS

Rector

Dated

Your reference

The European Commission
DG Research
Att. Commissioner Janez Potočnik



Letter of Commitment

Implementation of the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers

Norwegian University of Science and Technology (NTNU) welcomes the initiative of the European Commission which is described in the *"European Charter for Researchers"* and the *"Code of Conduct for the Recruitment of Researchers"*.

As the legal authorised representative of NTNU, I hereby declare that we are committed to the principles of Charter & Code of conduct, and intend to implement these according to the process described in the document: "Human Resources Strategy for Researchers, incorporating the C&C", as proposed by the European Commission.

Trondheim, 17 December 2008

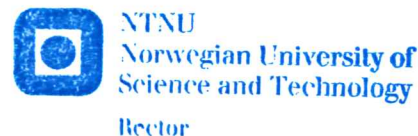


Torbjørn Digernes

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All correspondence that is part of the case being processed is to be addressed to the relevant unit at NTNU, not to individuals. Please use our reference with all enquiries.

European Commission
DG Research & Innovation
Open Innovation and Open Science
Open Science and ERA Policy
ORBAN 4/71
B-1049 Brussels/Belgium



HR award renewal request

We refer to the email from Dr. Irmela Brach of 7 June 2018 responding to the enquiry from NTNU regarding the renewal of the HR award under the new "strengthened" HRS4R. NTNU will need the autumn to prepare all documents according to the new procedures and templates (Updated GAP-analyses, OTM-R checklist, Internal review of Action Plan 2014-2017, and New Action Plan 2019-2021). We plan to send the complete files to the Commission early December 2018, and suggest that the sight visit takes place Thursday 7 February or Thursday 7 March 2019.

NTNU was one of the first universities to sign the Charter and Code in 2008, and obtained the HR award in 2010. The external evaluation with site visit took place in 2014 under the old HRS4R regime. Awaiting the new "strengthened" HRS4R, NTNU developed a dynamic website <https://www.ntnu.edu/charter-and-code> publishing the latest action plan 2014-2017, as well as information on achievements and initiatives of relevance to the HRS4R.

In 2016, three university colleges merged with NTNU. The legal entity NTNU remained unchanged, but the academic staff increased from 3000 to about 4400 man-years. The merger has already an impact on university challenges and priorities of relevance to the HRS4R. This will thus be reflected in the updated analysis and action plan.

Finally, please note that Director for Organization Ida Munkeby has replaced Trond Singaas as institutional responsible for the HRS4R (leader of the NTNU Steering Group). HR Manager Arne Kr. Hestnes is delegated responsibility for implementation with the operative support of Kristin Wergeland Brekke (coordinator of the NTNU Working Group).

Regards,



Ida Munkeby
Director for Organization

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