

GANTT FSS Action Plan HR Award 2023 — 2026



	Proposed ACTIONS	Q2 23	Q3 23	Q4 23	Q1 24	Q2 24	Q3 24	Q4 24	Q1 25	Q2 25	Q3 25	Q4 25	Q1 26	Responsible Unit
1	Internationalization - bilingual environment of the FSS													Vice Dean for communication, Vice Dean for internationalization
2	Improve the staff training system													Training coordinator, HR manager, in cooperation with CERPEK
3	Centralize the system of trainings promotion and event data collection													Training coordinator, HR manager, in cooperation with CERPEK
4	Develop a "Package of regulations"													Bursar in cooperation with HR manager
5	Preventing inappropriate behaviour — discrimination													Vice Dean for communication, HR manager
6	Care for new employess													HR manager, Personnell department
7	Improve internal communication strategy													Vice Dean pro communication, HR manager, Faculty management
8	Development of interdisciplinary cooperation at the FSS													Faculty management in cooperation with heads of departments
9	Define the amount of work per full-time equivalent													Faculty management in cooperation with heads of departments
10	Establish a mentoring system													Faculty management in cooperation with HR manager
11	Improve conditions for Ph.D. students													Vice Dean for research and doctoral studies
12	Develop a talent management system													Vice Dean for research and doctoral studies
13	Promoting work-life balance													Bursar in cooperation with HR manager
14	A benefit for junior and senior employees													HR manager with cooperation with RMU
15	OTM-R: Develop a manual — Career Regulations													Faculty management in cooperation with HR manager
16	OTM-R: Training of administrative leaders for participation in the selection committee													HR manager
17	OTM-R: Develop a checklist to obtain feedback when the employee is leaving													HR manager