

## Ongoing Strategic actions - March 2017

As part of our continuous improvement and quality monitoring of our processes, please find below a list of ongoing actions:

<i>Title action</i>	<i>Timing</i>	<i>Responsible Unit</i>	<i>Indicator(s) / Target</i>	<i>Current status</i>
<i>Peer Review Reference Guide</i>	<i>End 2017</i>	<i>Chief Science Officer</i>	<i>Publication Signature on receipt by all parties</i>	<i>Ongoing</i>
<i>Check how French data protection rules apply to organisation</i>	<i>End June 2017</i>	<i>Data Protection Officer/HR</i>		<i>Ongoing</i>
<i>Draw up Data Protection Procedure</i>	<i>End 2017</i>	<i>HR</i>	<i>Publication/distribution/signature on receipt</i>	<i>To start in September</i>
<i>Identify indicators and targets for OTM-R quality control process</i>	<i>End May 2017</i>	<i>HR</i>	<i>Annual declaration on under-represented groups sent to French authorities</i>	<i>Started</i>
<i>Job announcement template</i>	<i>End May 2017</i>	<i>HR</i>	<i>Publication</i>	<i>Starting May</i>
<i>All existing procedures well-communicated to staff</i>	<i>Continues</i>	<i>HR</i>	<i>Induction Plan/signature on receipt</i>	<i>Ongoing</i>
<i>Translation into French of all HR documentation on website</i>	<i>End 2017</i>	<i>HR</i>	<i>Publication on website</i>	<i>Starting September</i>
<i>Develop global strategy to include HR strategy</i>	<i>End 2017</i>	<i>Chief Executive/Management Team</i>	<i>Publication</i>	<i>Starting</i>