

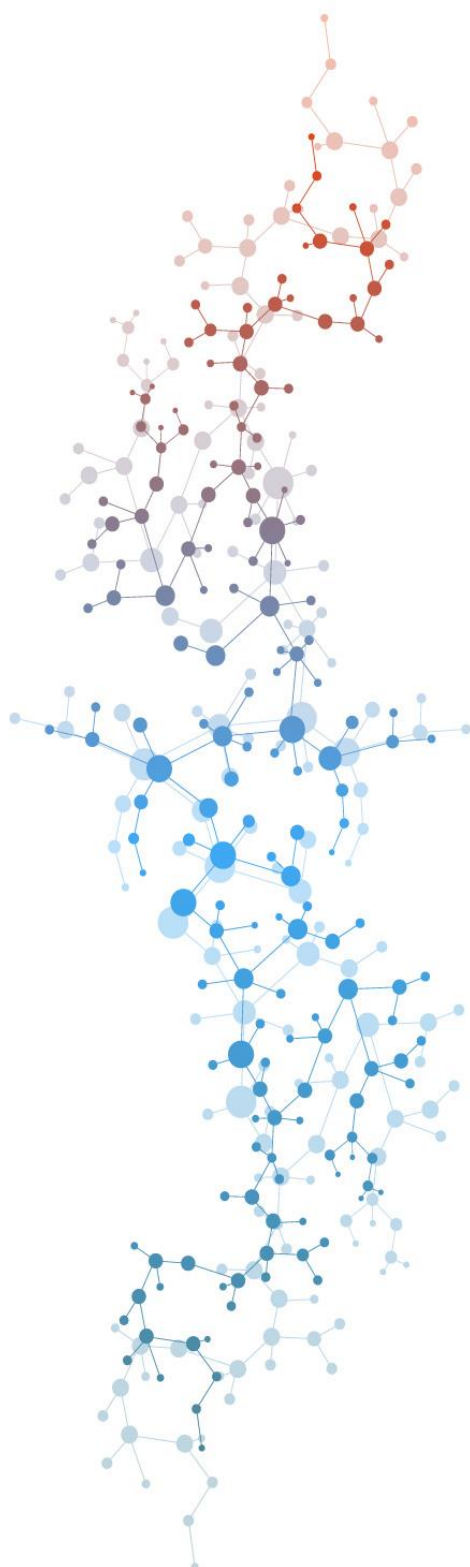


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Inserm

La science pour la santé
From science to health



HRS4R at Inserm

Internal Review for Renewal Assessment Updated OTM-R Checklist

July 2026



HR EXCELLENCE IN RESEARCH

Case number: 2018FR357709**Name Organisation under review:** Inserm**Organisation's contact details:** Morgane Bureau**Submission date:** July 2026 (update)**Date endorsement charter and code:** 03/05/2006

A specific self-assessment checklist is provided for Open, Transparent and Merit-Based Recruitment (OTM-R). Please report on the status of achievement, also detail on the indicators and the form of measurement used.

OTM-R CHECKLIST FOR ORGANISATIONS					
	Open	Transparent	Merit-based	Answer: ++ Yes, <i>completely</i> +/- Yes, <i>substantially</i> -/+ Yes, <i>partially</i> -- No	*Suggested indicators (or form of measurement)
OTM-R system					
1. Have we published a version of our OTM-R policy online (in the national language and in English)?	x	x	x	++ Yes <i>completely</i>	★ Competition procedure: (EN) https://pro.inserm.fr/content/join-us/competition-procedure (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/deroulement-epreuves ★ Becoming a researcher CRCN: (EN) https://pro.inserm.fr/content/join-us/researchers/becoming-researcher-crcn (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-charge-de-recherche-crcn/devenir-crcn ★ Competitive recruitment for researcher CRCN 2026 (calendar, application file, how-to guide, procedure, contact): (EN) https://pro.inserm.fr/content/join-us/researchers/competitive-recruitment-crcn (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-charge-de-recherche-crcn/postuler-crcn ★ CRCN Evaluation Criteria: (EN) https://pro.inserm.fr/content/join-us/researchers/evaluation-criteria-crcn (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-charge-de-recherche-crcn/evaluation-crcn ★ How to apply with Eva3: (EN) https://pro.inserm.fr/content/how-to-use-eva3/login-to-eva3 (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-charge-de-recherche-crcn/candidater-eva3-crcn ★ Becoming Director of research: (EN) https://pro.inserm.fr/content/join-us/director-of-research/becoming-director-of-research (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-directeur-de-recherche-dr/devenir-dr ★ 2026 DR2 Application (calendar, application file, how-to guide, procedure, contact): (EN) https://pro.inserm.fr/content/join-us/director-of-research/competitive-recruitment-dr (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-directeur-de-recherche-dr/postuler-dr ★ DR2 Evaluation Criteria: (EN) https://pro.inserm.fr/content/join-us/director-of-research/evaluation-criteria-dr (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-directeur-de-recherche-dr/evaluation-dr ★ Apply on Eva 3:

					(EN) https://pro.inserm.fr/content/join-us/director-of-research/apply-eva3-dr (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/concours-directeur-de-recherche-dr/candidater-eva3-dr On Inserm Pro, there is a dedicated heading "Join us" with: ✦ Our fixed-term job offers: https://pro.inserm.fr/rubriques/nous-rejoindre/offres-demploi ✦ Competitions for engineers, technicians, research scientists and research directors (funnel page leading to other pages) ✦ Recruitments on projects: https://pro.inserm.fr/rubriques/nous-rejoindre/recrutements-sur-projet ✦ Bridges between care and research: https://pro.inserm.fr/rubriques/nous-rejoindre/passerelles-soins-recherche ✦ Handicap recruitment (funnel page leading to other pages) ✦ Choose Inserm. It explains the various possibilities to join Inserm: (EN) https://pro.inserm.fr/rubriques/nous-rejoindre/travailler-a-linserm/choose-france-for-science-choisissez-linserm-2 (FR) https://pro.inserm.fr/rubriques/nous-rejoindre/travailler-a-linserm/choose-france-for-science-choisissez-linserm There is also a webpage dedicated to call offers with: ✦ Call offers agenda: https://pro.inserm.fr/rubriques/appels-a-projets/agenda-des-appels-a-projets ✦ Inserm programmes (funnel page leading to other pages) ✦ Bridges between care and research (funnel page leading to other pages) ✦ 10-year cancer strategy 2021-2030 (funnel page leading to other pages) ✦ European fundings (funnel page leading to other pages) Support from Inserm (funnel page leading to other pages)
2. Do we have an internal guide setting out clear OTM-R procedures and practices for all types of positions?	x	x	x	++ Yes completely	Yes, there is an internal guide to help the unit directors to manager their unit and to recruit contractual workers and civil servants. It is available on Inserm Pro. ➡ https://pro.inserm.fr/wp-content/uploads/2021/08/Guide-du-directeur-dunit%C3%A9.pdf
3. Is everyone involved in the process sufficiently trained in the area of OTM-R?	x	x	x	++ Yes completely	In January 2022, the "guarantor" role within each recruitment and promotion committee is implemented. Each selection body includes a guarantor of equal opportunity principles. During the first meeting of the Specialised Scientific Committees, a person must volunteer for being "guarantor". The following year, for the new recruitment/promotion campaign, it could be a different person. ✦ The objective of this "guarantor" is to implement good practices: ✦ Favour evaluation criteria which are not tacitly favourable towards one gender, ✦ Implement evaluation criteria in the same way for all the applicants, ✦ Ensure the same quality and quantity for the exchanges for each applicant, ✦ Consider positively career break, ✦ Follow the proportion of women and men during all the steps of the process, ✦ Guarantee that the identified gaps between women and men are only due to the assessment of the scientific merits or the matching of the applicant profile with the position. We have developed an awareness-raising module on workplace equality principles (see action 40 of our action plan). This module will now serve as the means for training relevant staff on workplace equality. We have gone beyond webinars by developing a training program that reaches a wider audience and is available at any time.

					In the evaluation field, there is a dedicated space for career breaks. However, too less researchers dare fill this information. Therefore, a working group is currently thinking about those restrictive and break periods to better describe them and to encourage researchers to indicate it in their application.
4. Do we make (sufficient) use of e-recruitment tools?	x	x		++ Yes <i>completely</i>	The Softy Inserm platform allows us to simultaneously post vacancies on Inserm Pro (via an API system) and on major job boards: our Inserm LinkedIn and Indeed pages, the "Choisir le service public" portal, as well as the Apec and the France Travail websites. ➔ https://inserm.softy.pro/offers ➔ https://pro.inserm.fr/rubriques/nous-rejoindre/offres-demploi ➔ https://www.linkedin.com/company/inserm/jobs/ ➔ https://fr.indeed.com/cmp/Inserm?campaignid=mobvjcmp&from=mobviewjob&tk=1jrv35gbu2b2f000&fromjk=7ac58a9b6e4ba32e ➔ https://choisirleservicepublic.gouv.fr/employeurs/inserm/ Regarding post-doctoral positions: delegations and laboratories also continue to publish their vacancies via Euraxess and Nature Careers (for which we hold an unlimited national subscription).
5. Do we have a quality control system for OTM-R in place?	x	x	x	++ Yes <i>completely</i>	We have several indicators that allow us to have a quality control system for OTM-R in place. Disability policy Employment rate of people with disabilities at Inserm: 7,25% (2025) Gender Balance Some of the indicators linked to our Gender Equality Plan: ✦ Index 25: 95/100 ✦ Pay gap among civil servants: 0,9% in favour of men ✦ Pay gap among contract workers: 6% in favour of men ✦ Women represent 59% of the civil servants and 66% of the contract workers at Inserm ✦ If there is still a gap between men and women at research directors' level, they represent 51% of our research scientists. ✦ 67% of winners of scientific awards presented by Inserm are women between 2020 and 2023. ✦ 183 researchers received a RIPEC C3 bonus under the 2024 campaign (46% women) Even though, some progresses still are necessary (application for research director positions, for European projects, etc.), women are well represented at Inserm. All the indicators are described in our Gender Equality Plan. ➔ https://pro.inserm.fr/rubriques/l'institut/parite-et-egalite-professionnelle/parite-et-egalite/la-parite-et-egalite-en-chiffres All important figures about Inserm are described in our annual "Rapport social unique" available on Inserm Pro. https://pro.inserm.fr/bilan-social
6. Does our current OTM-R policy encourage external candidates to apply?	x	x	x	++ Yes <i>completely</i>	Our offers are open to all researchers, whatever their organism. Moreover, in the framework of the Research directors' positions, if we have around 45/50 positions per year, we also have 4 additional positions reserved for non-Inserm researchers ("external" applicants)

7. Is our current OTM-R policy in line with policies to attract researchers from abroad?	x	x	x	++ <i>Yes completely</i>	Our offers are open to all researchers, whatever their nationality. It is clearly indicated in the calls and guides. All offers are published in French and English. Some figures to highlight Inserm's international appeal in the context of the annual CRCN competition (junior tenure researcher). <table><thead><tr><th></th><th>Applications from foreign nationals</th><th>Recruited researchers as CRCN with a foreign nationality</th></tr></thead><tbody><tr><td>2023</td><td>117 applicants (36%)</td><td>36%</td></tr><tr><td>2024</td><td>116 applicants (31%)</td><td>24%</td></tr><tr><td>2025</td><td>145 applicants (38,3%)</td><td>34%</td></tr><tr><td>2026</td><td>190 applicants (39,1%)</td><td>38%*</td></tr></tbody></table> <i>*(to be confirmed; awaiting responses from 5 researchers with a foreign nationality)</i>		Applications from foreign nationals	Recruited researchers as CRCN with a foreign nationality	2023	117 applicants (36%)	36%	2024	116 applicants (31%)	24%	2025	145 applicants (38,3%)	34%	2026	190 applicants (39,1%)	38%*
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8. Is our current OTM-R policy in line with policies to attract underrepresented groups?	x	x	x	++ <i>Yes completely</i>	Inserm also champions a genuine policy of inclusion and equity: ★ Professional Equality Plan ➡ https://pro.inserm.fr/rubriques/linstitut/parite-et-egalite-professionnelle/parite-et-egalite/parite-et-egalite-professionnelle-a-l-inserm ★ Disability Policy ➡ https://pro.inserm.fr/rubriques/linstitut/politique-handicap/plan-handicap Women are encouraged to apply for recruitment and promotion campaigns in the institution for various national (e.g. ATIP-Avenir) and European projects (ERC, MSCA, etc.).															
9. Is our current OTM-R policy in line with policies to provide attractive working conditions for researchers?	x	x	x	++ <i>Yes completely</i>	Inserm offers attractive working conditions for researchers recruited at various levels: ★ Social benefits (social security coverage, supplementary health and disability insurance, housing, vacation support, financial assistance) ➡ https://pro.inserm.fr/je-travaille-a-linserm/ressources-humaines/action-sociale/prestations-agent/protection-sociale ★ Health and safety: Prevention is an ongoing process aimed at managing work-related risks and improving working conditions. ➡ https://pro.inserm.fr/je-travaille-a-linserm/prevenir-accompagner-et-agir/politique-et-organisation ★ Access to a range of leave options and authorised absences, as well as the opportunity to participate in leave donation schemes ★ Fair remuneration and financial allowances that recognise individual merit ★ Opportunities for professional development at every stage of one's career through various mechanisms (continuing education, individual training schemes, etc.)															
10. Do we have means to monitor whether the most suitable researchers apply?				+/- <i>Yes substantially</i>	At the end of the evaluation session, the committee members have to indicate whether the applicants were in line with Inserm expectations and objectives.															
Advertising and application phase																				
11. Do we have clear guidelines or templates (e.g., EURAXESS) for advertising positions?	x	x		++ <i>Yes completely</i>	Yes, the headquarters and the regional offices have templates for advertising positions.															

12. Do we include in the job advertisement references/links to all the elements foreseen in the relevant section of the toolkit?	x	x		++ Yes completely	Yes, we add links concerning template, how-to guide, criteria, how to apply, etc.
13. Do we make full use of EURAXESS to ensure our research vacancies reach a wider audience?	x	x	x	++ Yes completely	All offers are published on EURAXESS.
14. Do we make use of other job advertising tools?	x	x		++ Yes completely	Since November 2025, all fixed-term (CDD) and permanent (CDI) contract vacancies, as well as internship and apprenticeship opportunities, have been published on the "Job Offers" page of Inserm Pro. This has been made possible by revising and adapting the existing Softy software. Today, the Softy solution enables us to manage our recruitment processes from start to finish, both at the national level and within regional delegations, including tracking job posting activity, sending emails to candidates, accessing CV databases by delegation, generating statistics, monitoring application sources, and more. The Softy Inserm platform also allows us to simultaneously post vacancies on Inserm Pro (via an API system) and on major job boards: our Inserm LinkedIn and Indeed pages, the "Choisir le service public" portal, as well as the Apec and the France Travail websites. ➔ https://inserm.softy.pro/offers ➔ https://pro.inserm.fr/rubriques/nous-rejoindre/offres-demploi ➔ https://www.linkedin.com/company/inserm/jobs/ ➔ https://fr.indeed.com/cmp/Inserm?campaignid=mobvjcmp&from=mobviewjob&tk=1jrv35gbu2b2f000&fromjk=7ac58a9b6e4ba32e ➔ https://choisirleservicepublic.gouv.fr/employeurs/inserm/ Regarding post-doctoral positions: delegations and laboratories also continue to publish their vacancies via Euraxess and Nature Careers (for which we hold an unlimited national subscription). Softy software Key figures from November 1, 2025, to June 20, 2026: - Vacancies published: 586 - Applications received for job postings: 32,539 - Spontaneous applications (submitted via Inserm Pro or the Softy site): 2,127
15. Do we keep the administrative burden to a minimum for the candidate?	x			++ Yes completely	The website dedicated to the recruitment of researchers has been improved to keep the administrative burden to a minimum.
Selection and evaluation phase					
16. Do we have clear rules governing the appointment of selection committees?	x	x	x	++ Yes completely	The specialised scientific committees are composed half of members elected by the Institute's own staff and individuals contributing to its activities, and half of members appointed by the President of the Institute. Their composition, their role, how they have been created and how they work are described on Inserm Pro. ➔ https://pro.inserm.fr/rubriques/l'institut/organisation-de-linserm/instances-scientifiques/commissions-scientifiques-specialisees-css

					On this webpage, it is possible to download the decision regarding the arrangements for the CS and CSS elections (voting method, allocation of seats, etc.)
17. Do we have clear rules concerning the composition of selection committees?	x	x	x	++ Yes completely	We have clear rules concerning the composition of selection committees. On Inserm Pro, it is explained who can apply for being a member of a specialised scientific committee. Any voter duly registered on the electoral rolls may stand as an applicant for the CS or a CSS within their respective constituency. The limitations: ✦ No one may stand as a candidate for two different CSSs. ✦ No member of an Inserm CS or CSS may simultaneously serve on the CS or a section of the National Committee for Scientific Research (CoNRS). ✦ An individual may stand as a candidate for both the CS and a CSS; however, if elected to both bodies, they must choose which one to serve on. ✦ No one may serve more than two consecutive terms as a member of one of Inserm's statutory bodies. ➡ https://pro.inserm.fr/rubriques/linstitut/organisation-de-linserm/elections/election-du-cs-et-des-css-pour-la-mandature-2027-2031 On this webpage, it is also possible to download the decision concerning the composition and functioning of the CSSs.
18. Are the committees sufficiently gender-balanced?	x	x	x	++ Yes completely	Figures related to gender balance among committees are Inserm are publicly available in our annual Rapport social unique. ➡ Last version (2024, 2025 is ongoing): https://www.calameo.com/read/005154450e8b8185047b0 We can notice that in all committees, the percentage of woman is equal to or higher than the one of men.
19. Do we have clear guidelines for selection committees which help to judge 'merit' in a way that leads to the best candidate being selected?	x	x	x	++ Yes completely	In January 2022, the "guarantor" role within each recruitment and promotion committee is implemented. Each selection body includes a guarantor of equal opportunity principles. During the first meeting of the Specialised Scientific Committees, a person must volunteer for being "guarantor". The following year, for the new recruitment/promotion campaign, it could be a different person. ✦ The objective of this "guarantor" is to implement good practices: ✦ Favour evaluation criteria which are not tacitly favourable towards one gender, ✦ Implement evaluation criteria in the same way for all the applicants, ✦ Ensure the same quality and quantity for the exchanges for each applicant, ✦ Consider positively career break, ✦ Follow the proportion of women and men during all the steps of the process, ✦ Guarantee that the identified gaps between women and men are only due to the assessment of the scientific merits or the matching of the applicant profile with the position. We have developed an awareness-raising module on workplace equality principles (see action 40 of our action plan). This module will now serve as the means for training relevant staff on workplace equality. We have gone beyond webinars by developing a training program that reaches a wider audience and is available at any time. In the evaluation field, there is a dedicated space for career breaks. However, too less researchers dare fill this information. Therefore, a working group is currently thinking about those restrictive and break periods to better describe them and to encourage researchers to indicate it in their application.
Appointment phase					
20. Do we inform all applicants at the end of the selection process?	x	x	x	++ Yes completely	Lists of applicants admitted to the competition, shortlisted applicants, and successful applicants are published. All applicants are informed of the process outcomes.

21. Do we provide adequate feedback to interviewees?	x	x	x	++ Yes <i>completely</i>	Applicants may request oral feedback if they are not selected.
22. Do we have an appropriate complaints mechanism in place?	x	x	x	++ Yes <i>completely</i>	Dedicated bodies support Inserm staff members in the event of conflicts (involving interests, scientific matters, interpersonal issues, etc.) or when dealing with workplace distress or harassment. These include mediation service (ombudswoman recruited in 2022), a secularism liaison officer, an ethics board, the Research Integrity Delegation (created in 1999, more than 20 years of experience in scientific integrity in the biomedical sector), a reporting mechanism for violence, discrimination, harassment, and sexist behaviour in the workplace, and a social monitoring unit for psychosocial risks. Collective coaching can also help to resolve some conflicts. ➔ https://pro.inserm.fr/rubriques/linstitut/devoirs-et-protection-des-personnels/protection-et-accompagnement/dispositifs-de-soutien-et-de-saisine
Overall assessment					
23. Do we have a system in place to assess whether OTM-R delivers on its objectives?	x	x	x	++ Yes <i>completely</i>	We have several indicators that allow us to assess whether the OTM-R delivers on its objectives. Disability policy Employment rate of people with disabilities at Inserm: 7,25% (2025) Gender Balance Some of the indicators linked to our Gender Equality Plan: ✦ Index 25: 95/100 ✦ Pay gap among civil servants: 0,9% in favour of men ✦ Pay gap among contract workers: 6% in favour of men ✦ Women represent 59% of the civil servants and 66% of the contract workers at Inserm ✦ If there is still a gap between men and women at research directors' level, they represent 51% of our research scientists. ✦ 67% of winners of scientific awards presented by Inserm are women between 2020 and 2023. ✦ 183 researchers received a RIPEC C3 bonus under the 2024 campaign (46% women) Even though, some progresses still are necessary (application for research director positions, for European projects, etc.), women are well represented at Inserm. All the indicators are described in our Gender Equality Plan. ➔ https://pro.inserm.fr/rubriques/linstitut/parite-et-egalite-professionnelle/parite-et-egalite/la-parite-et-legalite-en-chiffres All important figures about Inserm are described in our annual "Rapport social unique" available on Inserm Pro. ➔ https://pro.inserm.fr/bilan-social