	O - Open	T - Transparent	M- Merit-based	Answer	Suggested indicators (or form of measurment)
OTM-R system					
Have we published a version of our OTM-R policy online (in the national language and in English)?	x	x	x	Yes substantially	Every year, the University puts forward its recruitment policy to different bodies in the establishment, with the precise detail on the position and profiles published, for discussion and validation. Its publication remains only on the intranet to the elected officials concerned, and partially on the website during the campaign. Within the framework of the HRS4R procedure, we publish the presentation page and the profiles in English on GALAXIE, excepting for Research Engineers.
Do we have an internal guide setting out clear OTM-R procedures and practices for all types of positions	x	x	x	Yes completely	There is no unique document, but there are several specific guidelines which are published in every step of our recruitment steps : - vade-mecums for the selection committees of tenured research professors and contractual teachers (LRU)* - MSR** newsletters for BIATSS*** and temporary lecturer and research assistant widely relayed *Law on the autonomy and responsibilities of Universities **Ministry of Higher education and Research ***Library, Engineers, Administrative, Technicians ,Social and Health personnel
Is everyone involved in the process sufficiently trained in the area of OTM-R?	x	x	x	Yes substantially	The UN is planning each year 3 types of trainings : one for the presidents and VPs of the selection committees, one for all the Biatss juries and one for every recruiter who needs it.
Do we make (sufficient) use of e-recruitment tools?	x	x		Yes completely	The whole recruitment process is dematerialised for every job the UN offers (from the job offer to the job interviews). Since COVID19 crisis, a growing number of job interviews are taking place on videoconferences.
Do we have a quality control system for OTM-R in place?	x	x	x	Yes substantially	No quality control has been set up; the administrative services ensure monitoring throughout the procedure. Nevertheless, the UN gives a survey to selection committee members in order to identify process difficulties and areas of improvement
Does our current OTM-R policy encourage external candidates to apply?	x	x	x	Yes substantially	External applications are eligible, other than from Nantes University. Job offers are published on every known platform including Euraxess for opportunities who may be attractive on the international level.
Is our current OTM-R policy in line with policies to attract researchers from abroad?	x	x	x	No	Attract policies elements are not enough promoted in our published job offers.
Is our current OTM-R policy in line with policies to attract underrepresented groups?	x	x	x	Yes substantially	- The committees and juries are mostly made up of an equal number of men and women, in accordance with current regulations. Thus, male/female recruitment is balanced. -Concerning disability, a blueprint has been provided and specific recruitment process i

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Is our current OTM-R policy in line with policies to provide attractive working conditions for researchers?	x	x	x	Yes completely	All our policies regarding working conditions are available directly on our website. It allows candidates to have specific informations about them before applying for our job offers.
Do we have means to monitor whether the most suitable researchers apply?				Yes completely	The supervision of the research activities of the research professors and research engineers and professional interviews allows to promote internal potentials and career development and though, to enable suitable internal candidate. On the external level, the worldwide job offers publication allows to find the suitable candidate.
Advertising and application phase					
Do we have clear guidelines or templates (e.g., EURAXESS) for advertising positions?	x	x		Yes completely	Yes, clear models are used for all publications, with several levels of publication (website, GALAXIE, EURAXESS)
Do we include in the job advertisement references/links to all the elements foreseen in the relevant section of the toolkit?	x	x		Yes substantially	Yes, concerning the positions of research professors, a Career's Guide (attached to each job published) explains , since 2018, the rights and obligations of the people recruited, in French and in English. Nothing of this kind is displayed for contractual personnel.
Do we make full use of EURAXESS to ensure our research vacancies reach a wider audience?	x	x		Yes substantially	Euraxess is used for recruitment of research professors and certain post-docs.
Do we make use of other job advertising tools?	x	x		Yes completely	Yes : The University website, professional networks, INDEED, more so for tenured staff.
Do we keep the administrative burden to a minimum for the candidate?	x			Yes completely	Yes, only the legal minimum is required and all process is dematerialized.
Selection and evaluation phase					
Do we have clear rules governing the appointment of selection committees?		x	x	Yes completely	The regulations are imposed by existing laws , for tenured personnel only. But we apply the same principles for contractuals (gender parity, field diversity, different profiles, ...).
Do we have clear rules concerning the composition of selection committees?		x	x	Yes completely	For tenured professors and Biatss*, precise regulations are published by the Ministry, to which are added (for research professors) an annually updated vade-mecum and the Charter for the management of contractual staff (for Research Engineers). *Library, Engineers, Administrative, Technicians
Are the committees sufficiently gender-balanced?		x	x	Yes completely	Legal obligations of equality in the juries and selection committees are strict. No such provision on the recruitment of contractual staff, but the university made compulsory the gender balance in the juries for contractuals.
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	Yes partially	No recommendations have been written on this subject. However, skills' grids exist in the application files for research engineers and research professors.

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Appointment phase					
Do we inform all applicants at the end of the selection process?		x		Yes substantially	Yes, for applicants for permanent tenure positions (emails, letters …) ; for applicants for contractual positions, we indicate that with no response within 2 weeks, the candidature is not validated.
Do we provide adequate feedback to interviewees?		x		Yes substantially	Applicants for tenured positions can ask for a report or opinion concerning themselves, to be written. Contractual applicants can question members of the jury.
Do we have an appropriate complaints mechanism in place?		x		Yes completely	Yes : the administrative services carry out an initial study in answer to complaints. In the event of a discretionary remedy or legal appeal, work is carried out by the legal services of the university in order to respond within the legal delay.
Overall assessment					
Do we have a system in place to assess whether OTM-R delivers on its objectives?				No	No, there is no evaluation system of this procedure .