

**HUN-REN HUNGARIAN RESEARCH NETWORK  
ORGANISATIONAL AND OPERATIONAL REGULATIONS**

**PREAMBLE**

- 1) Act XCI of 2024 on the HUN-REN Hungarian Research Network (hereinafter: HUN-REN Act), Act LXXVI of 2014 on scientific research, development and innovation (hereinafter: RDI Act), Act V of 2013 on the Civil Code (hereinafter: Civil Code), and Act CLXXV of 2011 on the right of association, public benefit status, and the operation and support of civil organisations, the Hungarian State hereby establishes the HUN-REN Hungarian Research Network (hereinafter: HUN-REN) pursuant to its memorandum of association registered by order of the Budapest Metropolitan Court dated 27 October 2025 (hereinafter the HUN-REN Deed of Foundation) to fulfil the public-interest objectives and public tasks specified in Section 1(1) and (2) of the HUN-REN Act and in the HUN-REN Deed of Foundation.
- 2) The HUN-REN Organisational and Operational Regulations (hereinafter: HUN-REN SZMSZ) were adopted by the HUN-REN Governing Board by Decision No. 10/2026 (25 March).

**CHAPTER I**

**SCOPE OF THE HUN-REN ROP AND INTERPRETATIVE PROVISIONS**

**Section 1**

**Scope of the HUN-REN Rules of Procedure**

- 1) **The scope** of the HUN-REN SZMSZ – unless otherwise provided for in the HUN-REN SZMSZ – extends to the governing bodies of HUN-REN, the officers of HUN-REN, the research institutes of HUN-REN operating as organisational units with independent legal personality, HUN-REN’s central organisational units (hereinafter: central organisational units), and to HUN-REN’s employees, regardless of whether they are employed in the central organisational units or in the research institutes. The scope of HUN-REN SZMSZ also extends – where relevant – to persons in a contractual employment relationship with the central organisational units or the research institutions.
- 2) The task and mission of HUN-REN and all its bodies, officers and employees, as well as its central organisational units and research institutions, is to facilitate and support the scientific and research activities of researchers. The Governing Board and the officers shall make their decisions taking this into account.

**Section 2**

**Interpretative provisions**

For the purposes of these HUN-REN Organisational and Operational Regulations

- 1) **HUN-REN**, with the objective set out in Section 1(1) of the HUN-REN Act, in order to perform the public duties specified in the opening of Section 1 (2) of the HUN-REN Act, and registered by order of the Budapest Metropolitan Court dated 27 October 2025 as a legal entity with special legal status. HUN-REN refers to the entire organisational structure of the HUN-REN Hungarian Research Network, including the central organisational units of HUN-REN and the research institutions of HUN-REN, as well as the other bodies and officers of HUN-REN.
- 2) **A HUN-REN research institution is**, pursuant to the HUN-REN Act and the HUN-REN founding charter, an organisational unit of HUN-REN with independent legal personality, within which HUN-REN carries out its scientific research and innovation activities in accordance with the principle of academic freedom.
- 3) **The central organisational units of HUN-REN** are those professional and functional organisational units which operate under the management and supervision of the President and the Chief Executive Officer, and supervision of the President and the Chief Executive Officer, and which perform network-level professional, strategic, management, coordination, planning, financial management, operational and support tasks in accordance with the HUN-REN Act, the HUN-REN Charter, the decisions of the Governing Board, and HUN-REN's internal regulations and other legislation, but are not research institutions operating as organisational units with independent legal personality under the HUN-REN Act.
- 4) **The HUN-REN Network** comprises the research institutions and the central organisational units collectively.
- 5) **The HUN-REN Rules of Procedure** are internal regulations governing the organisation, management and operation of HUN-REN, which, and the provisions of HUN-REN's founding document, sets out the rules governing the organisation, operation and internal order of HUN-REN, as well as the tasks, management and operation of HUN-REN's central organisational units. The HUN-REN Rules of Procedure consist of the main text of the HUN-REN Rules of Procedure, the Annex to the HUN-REN Rules of Procedure, and the Appendices to the HUN-REN Rules of Procedure.
- 6) **The Annex to the HUN-REN Rules of Procedure** sets out detailed rules regarding the structure, management, tasks and operation of the central organisational units.
- 7) **The Appendices to the HUN-REN Rules of Procedure** comprise the organisational chart of the central organisational units (Appendix 1) and the rules governing the procedure for the delegation of certain employer's rights of the Chief Executive (Appendix 2).
- 8) **The Rules of Procedure of the HUN-REN research institute** (hereinafter: Research Institute Rules of Procedure) constitute the organisational and operational regulations of the relevant research institute, which take into account the provisions of the HUN-REN Act, the HUN-REN founding document, the HUN-REN Rules of Procedure, and the provisions of the research institution's own founding document, and which is adopted by the Governing Board by resolution. The Internal Regulations of the research institution consist of the main text of the Internal Regulations of the research institution, the Annex to the

Internal Regulations of the research institution (which provides a detailed description of the organisational units of the research institution), and the Appendices to the HUN-REN Internal Regulations.

## **CHAPTER II**

### **HUN-REN BASIC RULES AND LEGAL STATUS**

#### **Section 1 The Basic Rules of HUN-REN**

- 1) The fundamental rules governing the purpose, mission, activities, organisation, management, bodies, officers and operation of HUN-REN are set out in the HUN-REN Act and the HUN-REN Memorandum of Association. The detailed rules governing the procedures and operation of the Governing Board are set out in its rules of procedure, adopted by resolution of the Governing Board. The detailed rules governing the procedures and operation of the Supervisory Board are set out in the resolution approved by the Governing Board concerning the rules of procedure of the Supervisory Board.

#### **Section 2 The legal status of HUN-REN**

- 1) HUN-REN is a legal entity with special legal status established by a decision of the Hungarian National Assembly pursuant to the HUN-REN Act, in accordance with the objectives and mission set out therein, and for the purpose of performing the public duties specified in Section 1(2) of the HUN-REN Act.
- 2) HUN-REN carries out its scientific research activities through its research institutes, which are organisational units of HUN-REN with independent legal personality, possessing their own founding documents and their own organisational and operational regulations, which must not conflict with HUN-REN's founding document or its organisational and operational regulations.
- 3) Pursuant to Section 3(16a) of the KFI Act, HUN-REN is a research and knowledge-transfer organisation which carries out this activity as a non-profit organisation performing a public service and has public benefit status.

#### **Section 3 Basic information on HUN-REN**

- 1) HUN-REN's basic details are set out in its founding document.
- 2) HUN-REN's main identification details:
  1. The official name of HUN-REN: HUN-REN Hungarian Research Network
  2. The official English name of HUN-REN: HUN-REN Hungarian Research Network
  3. Abbreviated name of HUN-REN in Hungarian and English: HUN-REN

4. HUN-REN's registered office: 1054 Budapest, Alkotmány utca 29, which is also the location of the central administration
  5. HUN-REN's postal address: 1054 Budapest, Alkotmány utca 29.
- 3) HUN-REN's key identification details:
1. HUN-REN's court registration number: 01-08-0000006; the date of the order of registration is 27 October 2025; the registering court is the Budapest Metropolitan Court (date of entry into force: 29 October 2025)
  2. HUN-REN statistical number: 19426134-7210-599-01
  3. HUN-REN tax number: 19426134-2-41
  4. HUN-REN's account-holding financial institution: Hungarian State Treasury
  5. HUN-REN bank account number: 10032000-00008114-01010013
- 4) HUN-REN's official website: <https://hun-ren.hu/>
- 5) HUN-REN's email address: [hunren@hun-ren.hu](mailto:hunren@hun-ren.hu)

### CHAPTER III

#### HUN-REN'S MISSION, OBJECTIVES, PUBLIC DUTIES AND ACTIVITIES

##### Section 1

##### The objectives and mission of HUN-REN

- 1) Pursuant to Section 1(1) of the HUN-REN Act, **the mission** of HUN-REN is to contribute, through the scientific research and innovation activities it undertakes, to the creation of new scientific and innovative achievements, the preservation and promotion of national culture, and the enrichment of universal science and culture, thereby helping to address the social, economic and environmental challenges facing the Hungarian economy and the entire Hungarian nation.
- 2) **The aim** of HUN-REN – as set out in Chapter IV, Section 1 of the HUN-REN Charter –
  1. to generate new scientific and innovative achievements;
  2. to preserve and nurture national culture;
  3. to enrich universal science and culture;
  4. to participate in addressing the social, economic and environmental challenges facing the Hungarian economy and the Hungarian nation;
  5. the continuous development of the research network;
  6. utilising scientific results to strengthen and develop the Hungarian economy;
  7. developing international scientific relations;
  8. promoting research careers and ensuring the next generation of researchers;
  9. providing advisory services on scientific and science policy activities supporting government decision-making.
- 3) All bodies, officers and employees of HUN-REN shall act in pursuit of HUN-REN's objectives and mission, in the performance of its public duties and related activities, and

in the promotion of HUN-REN's scientific and innovation activities, and shall perform their duties accordingly. In doing so, they are obliged to comply with the HUN-REN Act, the provisions of legislation, the founding documents of HUN-REN and the research institutions, the internal regulations of HUN-REN and the research institutions, as well as the decisions of the Governing Board, the internal regulations issued by the President or the Chief Executive Officer, and the internal regulations issued by the Director-General or the Director.

## Section 2 Public duties and activities of HUN-REN

- 1) In order to achieve the objectives and mission set out in the HUN-REN Act and the HUN-REN Charter, HUN-REN shall perform **the** following **public tasks** in particular:
  1. it conducts scientific research through its organisational units with independent legal personality, namely its research institutes; to this end, it maintains, operates and continuously develops the necessary infrastructure;
  2. it takes measures to ensure the utilisation of the results of scientific research;
  3. concludes agreements and maintains relations with domestic, foreign and international scientific institutions and organisations, as well as with scientific organisations of the European Union;
  4. on the basis of agreements concluded with higher education institutions and public collections, may maintain scientific research groups within these institutions, and may contribute to teaching and doctoral (PhD) training at higher education institutions;
  5. ensures the operation of the system for training the next generation of researchers;
  6. conducts research and takes a stance on scientific issues at the request of state and local government bodies;
  7. provides public services related to its research activities;
  8. expresses opinions on conceptual issues relating to domestic science and society, without contravening Article X(2) of the Fundamental Law;
  9. within the scope of its remit, expresses opinions on government strategic planning documents relating to its public duties and exercises the right to comment during the drafting and amendment of legislation affecting its public duties and activities;
  10. operates the Budapest Research Reactor;
  11. and performs all public duties assigned to it by law.
- 2) HUN-REN may use its assets exclusively for the performance of activities related to its public duties. In doing so, it may carry out economic activities in accordance with the principle of a private market investor, provided that this does not jeopardise the performance of its public duties.
- 3) In order to facilitate its public duties, HUN-REN may, on a supplementary basis, carry out economic activities in accordance with the TEÁOR codes specified in Section VII.1 of its founding charter.
- 4) HUN-REN may also utilise its existing capacities and infrastructure in the field of scientific research within the framework of business activities, provided that this does not jeopardise its public duties.

- 5) The fundamental rules governing HUN-REN's management, financing, assets, the management and use of its assets, and the transfer of assets to HUN-REN are laid down in the HUN-REN Act and HUN-REN's Articles of Association. Detailed rules may be laid down by the Governing Board in a resolution, and by the Chair and the Chief Executive Officer in internal regulations.

### **Section 3** **Business entities owned by HUN-REN**

1. Bay Zoltán Applied Research Public Benefit Non-profit Limited Liability Company (100% shareholding)  
Abbreviated name: Bay Zoltán Public Benefit Non-profit Ltd.  
Company registration number: 01-09-968419  
Registering court: Budapest Metropolitan Court  
Tax number: 23497980-2-43  
Registered office: 1116 Budapest, Kondorfa utca 1.
2. HUNRENTECH Limited Liability Company (100% shareholding)  
Abbreviated name: HUNRENTECH Ltd.  
Company registration number: 01-09-444013  
Registering court: Budapest Metropolitan Court  
Tax number: 32814479-1-41  
Registered office: 1054 Budapest, Alkotmány utca 29.
3. In the case of business associations owned by HUN-REN – based on the delegation of the chairperson's powers and in accordance with the provisions of these HUN-REN Rules of Procedure – the chief executive officer shall exercise the ownership rights.

### **4. §**

#### **Procedures for the exercise of rights relating to intellectual property, trade secrets and know-how**

- 1) As an employee of HUN-REN, in the course of fulfilling obligations arising from their employment as a researcher at the research institute, intellectual works created, trade secrets and know-how (hereinafter collectively referred to as 'intellectual property') – shall exercise the employer's authority required for decisions based on legislation, in accordance with the President's authorisation and the relevant legislation, HUN-REN's internal intellectual property management regulations and the relevant internal regulations of the research institution – shall be exercised by the Director-General of the research institution.
- 2) HUN-REN transfers the economic rights to intellectual works – which, under the provisions of the law, belong to HUN-REN – to the research institutions on the basis of an agreement concluded with the research institutions.

- 3) Where researchers from several research institutions have contributed to the creation of an intellectual work, HUN-REN shall ensure that the economic rights are allocated to the relevant research institutions in proportion to the contribution of their researchers. The directors-general concerned shall ensure the provision of data and documentation necessary for determining this proportion, in accordance with the procedures set out in HUN-REN's internal regulations on intellectual property management and the relevant internal regulations of the research institution.
- 4) The research institute manages the transferred property rights as its own assets, in accordance with the provisions of the relevant legislation, HUN-REN's internal regulations on intellectual property management, and the research institute's own internal regulations. The Director-General decides on the acquisition of protection, exploitation and the conclusion of contracts relating to exploitation on the basis of a recommendation from the research institution's Intellectual Property Committee, of which the Chief Executive is also a member.
- 5) In the case of intellectual creations where HUN-REN, as the employer, is entitled to limited exploitation rights under the law (for example, in the case of employee inventions), HUN-REN waives this right of exploitation on condition that, at the same time, the research institution concerned – if it wishes to exploit the work – initiates the conclusion of an individual exploitation agreement with the employee who created the work.

## CHAPTER IV

### THE ORGANISATION OF HUN-REN

#### Section 1

#### The organisational structure of HUN-REN

- 1) The organisation of HUN-REN comprises: the Governing Board, the Supervisory Board, the President (who is also the Chair of the Governing Board), the Chief Executive Officer, the Vice-Presidents for Scientific Fields, the Directors-General, the Research Councils, the International Scientific Advisory Board, the College of Institute Directors, the central organisational units operating under the management and supervision of the President and the Chief Executive Officer, and the research institutes headed by the Directors-General.

#### Section 2

#### The Governing Board

- 1) The Governing Board, consisting of seven members, is the executive and decision-making body of HUN-REN. The Chair of the Governing Board is the President of HUN-REN (hereinafter: the President).
- 2) The membership, duties, powers and authority of the Governing Board, as well as its rules of procedure and voting, and the fundamental rules governing its operation, are laid down in the HUN-REN Act and the HUN-REN Articles of Association. In its activities and decisions, the Governing Board shall bear in mind the objectives and mission of the HUN-

REN Act. The detailed rules governing the operation of the Governing Board are set out in its rules of procedure, adopted by resolution of the Governing Board.

- 3) The tasks of the Governing Board include, in particular:
1. exercising the rights of the founder as set out in the HUN-REN Act;
  2. to adopt the strategy of HUN-REN and, within this framework, the objectives of the research institutions;
  3. electing the President;
  4. deciding, on the recommendation of the President, on the establishment, amendment and termination of the legal relationship with the Vice-Presidents for scientific fields, and appointing the members of the scientific research councils assisting the Vice-Presidents for scientific fields;
  5. decides on the establishment, reorganisation and dissolution of research institutions;
  6. decides on the establishment, reorganisation, dissolution or sale of a business association, other organisation or legal entity by HUN-REN or with HUN-REN's participation, provided that HUN-REN's financial contribution to the business association, other organisation or legal entity exceeds HUF 250,000,000;
  7. gives its opinion on the appointment of heads of research institutions;
  8. decides on HUN-REN's organisational and operational rules, provided that it may delegate this authority;
  9. approves HUN-REN
    - ia) business plan;
    - (ib) general budget;
    - (ic) its budget for research institutions, and
    - (id) the rules relating to the management of its assets;
  10. defines the system for measuring and evaluating HUN REN's performance, provided that it may delegate this authority.
- 1) **The scope of the Governing Board's decisions** extends to HUN-REN, unless otherwise provided. The implementation of the Governing Board's decisions is ensured by the Chair, the Chief Executive Officer, the Vice-Chairs for the scientific fields, and the Directors-General.
- 2) Pursuant to Section 11(4) of the HUN-REN Act, the Governing Board **delegates** its powers regarding **the adoption of organisational and operational rules**, as specified in Section 11(2)(7) of the HUN-REN Act, as follows:
1. authorises the **Chief Executive Officer**, with the prior written consent of the Chair, to ensure the efficiency of the operation and management of HUN-REN and the central organisational units, and to ensure organisational adaptation to new tasks and challenges, to amend, as necessary, the Annex to the HUN-REN Rules of Procedure containing detailed rules on the structure, management, tasks and operation of the central organisational units, as well as the Appendices to the HUN-REN Rules of Procedure. The amendments shall be set out in a decision of the Chief Executive;
  2. authorises the **Directors-General**, with the prior written consent of the President and the Chief Executive, to make amendments to the organisation of the HUN-REN research institutions, their organisational units, and to ensure organisational adaptation

to new tasks and challenges, to amend, as necessary, the Annex to the HUN-REN Research Institution Rules of Procedure containing detailed rules on the organisation, organisational units, bodies and committees of the research institution, as well as the Appendices to the HUN-REN Research Institution Rules of Procedure. The amendments shall be set out in a decision of the Director-General.

- 3) Pursuant to Section 11(4) of the HUN-REN Act, the Governing Board shall define the strategic and conceptual elements of regarding the determination of the strategic and conceptual elements **of the HUN-REN performance measurement and evaluation system**, and delegates the adoption of detailed rules to the **President**. The rules shall be set out in a presidential decision. Where the regulations also require the drafting of provisions at research institute level, the authority to adopt such provisions shall be exercised by the directors-general; such decisions shall be set out in a director-general's decision.

### **Section 3** **The Supervisory Board**

- 1) The Supervisory Board is the body authorised to conduct financial audits of HUN-REN's activities. The Supervisory Board may inspect HUN-REN's documents, accounting records, and books, **request information and data** from members of the Governing Body and HUN-REN employees, and examine HUN-REN's current account, cash, securities and inventory, as well as its contracts, and have them examined by an expert.
- 2) The Supervisory Board shall examine proposals of an economic nature submitted to the Governing Board and shall present its position on them at a meeting of the Governing Board.
- 3) The provisions governing the membership, duties, powers and jurisdiction of the Supervisory Board, **as well as** the fundamental rules governing its operation, are set out in **the HUN-REN Act and the HUN-REN Articles of Association**. The detailed rules governing the operation of **the Supervisory Board** are laid down in **the Supervisory Board's rules of procedure**, approved by a resolution of the Governing Body.
- 4) The central organisational units and research institutes **are obliged to cooperate** with the Supervisory Board and to support its work by providing the necessary information and data. The Chief Executive Officer is responsible for ensuring the implementation of the Supervisory Board's resolutions and decisions within the central organisational units, whilst the Director-General is responsible for this within the research institutes. The Supervisory Board shall communicate its requests addressed to the central organisational units via the Chief Executive Officer, and those addressed to the research institutes via the Director-General, or by informing them simultaneously; in the latter case, it shall also inform the Chief Executive Officer.
- 5) The central organisational units and the organisational units of the research institutes shall forward the data and information sent to the Supervisory Board **via the Chief Executive Officer** or the **Director-General**, or – where permitted by the internal regulations of the Chief Executive Officer or the Director-General – shall inform them thereof.

## **Section 4** **The President**

- 1) The President is the head of HUN-REN's activities and the head of the Governing Body. The rules governing the Chairperson and their duties, powers and authority are laid down in the HUN-REN Act and the HUN-REN Articles of Association. The Governing Body exercises employer's rights over the President.
- 2) **The management of HUN-REN is the responsibility of the President.** The President is the representative of HUN-REN. The President's right of representation is general and independent. The **President is responsible**, amongst other things, for the management of HUN-REN, for defining its strategy and priorities, for strengthening the research institutional system, for improving conditions for researchers and research, developing new capabilities, promoting the utilisation of research results, and supporting the strengthening of links between scientific disciplines, represents HUN-REN in domestic and international scientific and policy cooperation, strengthens domestic and international industrial, scientific, governmental, social and higher education links, and promotes the enhancement of HUN-REN's visibility in the international scientific arena. The President, drawing on HUN-REN's scientific expertise, represents professional and scientific views to decision-makers. The **President submits** proposals regarding decisions to the Governing Board and ensures their implementation. The President is accountable to the Governing Board for his or her activities.
- 3) The President **acts as an internal regulator** within the scope of duties defined in the HUN-REN TV, the HUN-REN Articles of Association and the Rules of Procedure. In matters concerning HUN-REN relating to network implementation, the President consults with the Directors-General prior to issuing internal regulations.
- 4) **The President** shall delegate **certain powers** specified in the HUN-REN Act – in accordance with Section 12(4) of the HUN-REN Act – as follows, and shall issue a separate presidential decree to this effect:
  1. pursuant to Section 12(3)(4) of the HUN-REN TV Act, the power to exercise ownership rights in respect of HUN-REN's **assets** is delegated to the **Chief Executive Officer**, who shall exercise such rights in accordance with the provisions of HUN-REN's asset management regulations;
  2. pursuant to Section 12(3)(6) of the HUN-REN Act, as well as Articles XIII.6 and XIII.4(h) of the HUN-REN Articles of Association, the authority to perform tasks relating to **data protection**, the disclosure of data **of public interest** and those arising from the freedom of electronic information is delegated to **the Chief Executive Officer**;
  3. pursuant to Section 12(3)(6) of the HUN-REN Act, as well as Article XIII.6 and Point XIII.4.i) of the HUN-REN Articles of Association, the **Board** delegates its powers regarding the organisation and operation of **HUN-REN's internal audit** to the **Chief Executive Officer**, provided that the **Director-General** is obliged to cooperate in all

respects and to ensure the proper and effective conduct of the audit within the research institute and to assist in every way possible;

4. Section 12(3)(6) of the HUN-REN Act, and in accordance with points XIII.6 and XIII.4(i) of the HUN-REN Articles of Association, the **Chief Executive Officer** is required to establish **an internal control system** across the entire HUN-REN organisation that is suitable for ensuring the upholding of ethical values and integrity in all areas of activity;
5. pursuant to Section 12(3)(6) of the HUN-REN Act, as well as Articles XIII.6 and XIII.4.j) of the HUN-REN Articles of Association, the **Chief Executive Officer** is vested with the authority to **establish** and award Chief Executive Officer's awards.

## **Section 5** **The Chief Executive Officer**

- 1) The Chief Executive Officer is **the operational, organisational and administrative head** of HUN-REN and the Deputy Chairperson. The fundamental rules governing the Chief Executive Officer and his or her duties, powers and authority are laid down in the HUN-REN Act and the HUN-REN Articles of Association. The President exercises the employer's rights over the Chief Executive Officer. The Chief Executive Officer performs his or her duties under **the direct management** and supervision of **the President**. The Chief Executive Officer **is accountable to the Governing Board for his or her activities**.
- 2) The Chief Executive shall, in order to fulfil the objectives and mission set out in the HUN-REN Act and in Sections 1(1) and (2) thereof, and to carry out public tasks, in accordance with the law, the HUN-REN Articles of Association, the HUN-REN Rules of Procedure, the decisions of the Governing Board, and the internal regulations of the President and the Chief Executive Officer.
- 3) The Chief Executive Officer has **general and independent powers of representation** when acting within the scope of both **his own** and **delegated** responsibilities. The Chief Executive Officer is fully authorised to speak on behalf of HUN-REN regarding the organisation's activities in the press and at all other public forums and events. The Chief Executive Officer shall report regularly to the Chairperson on his or her activities and shall consult with the Chairperson on an ongoing basis in the performance of his or her duties.
- 4) The Chief Executive Officer's **specific responsibilities, within his own remit**, include:
  1. **the preparation, coordination and implementation of decisions** in the areas specified in the HUN-REN TV Act – scientific and operational, strategic and operational – as well as **in other matters determined by the Governing Board or the President**;
  2. preparation and implementation of **the financial framework agreement** concluded with the government and **the public service funding contract**, including **the definition of actions and public service tasks, performance indicators and research objectives, as well as the coordination of performance evaluation**
  3. planning, coordinating and implementing **the HUN-REN business plan and budget** at network level and for central organisational units; preparing and implementing

- HUN-REN's **strategic themes and key priorities**; and ensuring the preparation of reports and accounts;
4. **encouraging** and coordinating **the mobilisation of new resources**, and monitoring implementation;
  5. ensuring and coordinating **the** lawful, compliant, transparent and efficient **management and operation** of HUN-REN; managing the resource management of central organisational units and supervising their procurement and public procurement;
  6. strategic management of HUN-REN's **asset management**, preparation of decisions relating to asset management and supervision of their implementation, as well as ensuring the efficient and appropriate use of public assets; preparation of HUN-REN's asset management regulations for the Governing Body, and implementation of the asset management plan;
  7. ensuring **the smooth running of** HUN-REN's **governing bodies**, proposing their rules of procedure, and participating in the work of these bodies;
  8. supporting the work of the **Supervisory Board and the permanent auditor**;
  9. submitting and implementing **grant applications on behalf of HUN-REN**, and preparing and implementing HUN-REN's internal grant applications; at the HUN-REN Network level, the submission of grant applications;
  10. facilitating and implementing processes related to **research commercialisation, innovation and** intellectual property protection at network level; participating, either in person or through a representative of , in the Intellectual Property Committees of research institutions;
  11. strengthening domestic and international industrial, scientific, governmental, social and higher education **links**;
  12. **communicating** HUN-REN's scientific activities and results, strengthening the HUN-REN brand and its profile, ensuring internal communication, and developing organisational culture;
  13. strengthening HUN-REN's **international relations** and international visibility, concluding international agreements, initiating and organising domestic and international events relevant to HUN-REN's profile, and ensuring active participation in them;
  14. exploring opportunities to enhance HUN-REN's **network cooperation** and efficiency, and introducing the necessary tools and systems at network level;
  15. promoting the use of **state-of-the-art technologies** within HUN-REN, and strengthening research security and information security at network level;
  16. to issue **internal regulations** as Chief Executive Officer in order to carry out and enforce the above tasks.
- 5) The Chief Executive Officer shall perform the following tasks **within the scope of authority delegated** by the Chairman, which may not be further delegated:
1. exercise the rights and obligations of the owner and asset manager in respect of HUN-REN's **assets**, and accept donations in accordance with the HUN-REN Act and the asset management rules adopted by the Governing Body;
  2. with the written consent of the Chair, decides on the establishment, reorganisation, dissolution or sale of a **business entity**, other organisation or legal person by HUN-REN or with HUN-REN's participation, provided that HUN-REN's capital contribution to the business entity, other organisation or legal entity, neither HUN-

- REN's capital contribution nor, in the case of a sale, the market value of the shareholding as validated by an auditor shall exceed HUF 250,000,000. The establishment, reorganisation, dissolution or sale of a company by or with the participation of research institutions must be agreed in advance with the Chief Executive Officer due to HUN-REN's underlying liability under the Civil Code;
3. exercises **ownership rights in business entities** owned by HUN-REN and decides on all matters specified by law or the business entity's articles of association;
  4. is responsible for HUN-REN's data protection duties, whilst the directors-general – taking into account any internal regulations issued by the Chief Executive as necessary – ensure that data protection liaison duties are carried out within their research institutions;
  5. is responsible for carrying out tasks relating to **the disclosure of data of public interest** on behalf of the central organisational units, whilst the directors-general are responsible for ensuring this within their research institutions;
  6. organises and operates **the internal audit** of the HUN-REN Network, whilst the **directors-general** must ensure full cooperation and the provision of data and information within their research institutions;
  7. is responsible for establishing the principles and elements of **the internal control system** applicable to the HUN-REN Network, and for its operation and development within the central organisational units, whilst the directors-general shall ensure, within their research institutions – taking into account the internal regulations issued by the chief executive – the establishment, implementation and monitoring of their own internal control systems, which are suitable for ensuring the upholding of ethical values and integrity in all areas of activity;
  8. decides on the establishment and awarding of the **CEO's awards**.
- 6) Unless otherwise provided for in the HUN-REN Act, the HUN-REN Articles of Association or a resolution of the Governing Board, the President or the Chief Executive Officer shall be solely authorised to **issue documents** or enter into **commitments** on behalf of HUN-REN. Commitments may be made against the funds available in HUN-REN's approved budget, and financial countersignature is required for their validity. The Chairman and the Chief Executive Officer may delegate the right to authorise expenditure and enter into commitments to another person within a specified scope of matters or up to a specified value limit. The procedure for the delegation of the Chairman's and the Chief Executive Officer's right to authorise expenditure shall be laid down in regulations issued by the Chairman and the Chief Executive Officer. The procedure for the delegation of the right to enter into commitments, the rules governing the exercise of delegated powers, and the detailed procedural rules for entering into commitments and financial countersigning shall be laid down in regulations issued by the Chairman and the Chief Executive Officer.
- 7) The Chief Executive Officer shall issue **internal regulations** in accordance with the scope of duties set out in the HUN-REN Act, the HUN-REN Articles of Association and the Rules of Procedure. In matters concerning the HUN-REN Network and relating to network implementation, the Chief Executive Officer shall consult with the Directors-General prior to issuing internal regulations.
- 8) The Chief Executive **exercises employer's rights** – with the exception of the Vice-Presidents for Academic Fields – over the employees of the central organisational units.

The procedure for the delegation of the Chief Executive's employer's rights in respect of the employees of the central organisational units is set out in Appendix 2.

- 9) The Chief Executive's powers relating to **the management and supervision of central organisational units**, and the manner in which these are exercised, are set out in Chapter VII on the organisation of central organisational units.

## **Section 6** **Vice-Presidents for Scientific Fields**

- 1) The scientific and innovation activities of the research institutions are coordinated by **the Vice-Presidents for Scientific Fields**. The Governing Board decides on the appointment of the Vice-Presidents for Scientific Fields upon the recommendation of the President.
- 2) There are **three** vice-presidents for scientific fields at HUN-REN; the division of responsibilities between them in terms of institutional and professional scientific fields is as follows:
  1. The portfolio of the Vice-President for **Engineering and Natural Sciences (STEM)** includes:
    - HUN-REN Institute for Nuclear Research,
    - HUN-REN Research Centre for Astronomy and Earth Sciences,
    - HUN-REN Energy Research Centre,
    - HUN-REN Institute of Earth Physics and Space Sciences,
    - HUN-REN Alfréd Rényi Institute of Mathematics,
    - HUN-REN Institute of Computer Science and Automation,
    - HUN-REN Wigner Research Centre for Physics.
  2. The portfolio of the Vice-President for **Life Sciences (LIFE)** includes:
    - HUN-REN Agricultural Research Centre,
    - HUN-REN Veterinary Research Institute,
    - HUN-REN Balaton Limnological Research Institute,
    - HUN-REN Institute of Experimental Medicine,
    - HUN-REN Centre for Ecological Research,
    - HUN-REN Szeged Biological Research Centre,
    - HUN-REN Natural Sciences Research Centre.
  3. The portfolio and responsibilities of the Vice-President for Frontier Science include:
    - HUN-REN Office for Funded Research Groups;
    - initiating and supporting collaborations that foster scientific excellence, efficiency and innovation amongst the research communities and research topics of HUN-REN and other research institutions and platforms, which operate and represent a variety of disciplines – primarily in the life sciences, natural sciences and engineering; within this framework, its task is to identify cross-cutting and interdisciplinary topics, encourage research and integrate collaborative processes that ensure synergies;
    - exploring research and research collaboration opportunities arising from links between different disciplines in order to fulfil HUN-REN's objectives and mission

as fully as possible across the entire research ecosystem, and, with this in mind, monitoring and coordinating the activities and research of HUN-REN research institutions in accordance with the tasks assigned to the vice-presidents for the respective scientific fields.

- 3) It is the duty of the vice-presidents for scientific fields to **continuously support the decision-making and management work of the president and the chief executive officer through their proposals and opinions** within the framework of their activities as set out in Section 6(4) of Chapter IV, **and** to inform them of their findings and positions. The Vice-Presidents for Academic Fields shall, in order to fulfil the objectives and mission set out in the HUN-REN Act and in Sections 1(1) and (2) thereof, and to perform public duties, carry out their coordination activities in accordance with the relevant legislation, the HUN-REN Articles of Association, the HUN-REN Rules of Procedure, and the decisions of the Governing Board, and the internal regulations of the President and the Chief Executive Officer, and shall keep the President and the Chief Executive Officer continuously informed of their coordination activities, whilst adhering to their guidelines and task definitions.
- 4) As part of **their coordination activities**, the Vice-Presidents for Scientific Fields
1. monitor and promote **the fulfilment of the objectives and mission of the HUN-REN Act** within research institutions;
  2. participate in the development and implementation **of the HUN-REN strategy**, the objectives of research institutions, and research **priorities** within their scientific fields;
  3. monitor, support and strengthen the efficiency and effectiveness of **research work** carried out in research institutions, and evaluate the annual professional reports on the scientific activities of research institutions;
  4. they carry out regular professional audits of research institutions and scientific fields, **evaluate** the research environment and research infrastructure, and participate in the development, implementation and improvement of the international peer review process for research institutions with the support of the central organisational units of HUN-REN;
  5. make proposals **for the development of the research organisational system**, the establishment, reorganisation and closure of research institutions, and provide opinions on proposals to this effect;
  6. participate in the design and development **of HUN-REN's internal grant framework**, as well as in the evaluation and monitoring of internal grant applications;
  7. promote **the strengthening of HUN-REN's network operations and network ethos**;
  8. monitor and encourage the fulfilment of the tasks of research institutions as set out in **their public service funding** agreements;
  9. review and support the utilisation of **innovation** processes and research results within the network;
  10. participate in the process of designing and developing the **researcher career** model, monitor its implementation in research institutions, and encourage the training of the next generation of researchers;
  11. review and, where necessary, comment on the draft **annual business plans, budgetary guidelines, budgets**, funding criteria and annual reports of research institutions;

12. comment on proposals concerning the establishment of a legal entity to be created by the research institution, or the acquisition of founder's rights or ownership shares in an existing legal entity;
  13. review proposals concerning the development of HUN-REN's **performance measurement and evaluation** framework;
  14. mobilise and continuously develop their domestic and international networks of scientific, research, innovation, industrial and business contacts in the interests of their duties;
  15. substitute for the Chair and for one another, upon request, at domestic and international forums and consultations;
  16. at the President's request, **they shall participate** in the evaluation process **for applications for the position of head of a research institution** and shall also provide their own opinions on such applications;
  17. they may make recommendations to the President regarding the appointment **of members of the scientific research councils**;
  18. in the course of their activities – at the initiative of the Rules of Procedure, the President or the Chief Executive Officer, or at their own discretion – they seek the opinion and position of the Research Council;
  19. at the request of the President, they participate in the assessment and evaluation of awards and honours.
- 5) The President is responsible for the management and supervision of the scientific and professional duties of the Vice-Presidents for Scientific Fields, whilst the Chief Executive Officer is responsible for the management and supervision of matters relating to the operational running of the network. In the performance of their duties, the Vice-Presidents for Scientific Fields shall cooperate continuously with the Directors-General. Further rules concerning the Vice-Presidents for Academic Areas are set out in Chapter VII on the organisation of central organisational units.

## **Section 7** **The Director-General**

- 1) The heads of HUN-REN's research institutions are **the directors-general**. The director-general is appointed by the President for a fixed term; the Governing Board and the vice-presidents for scientific fields shall give their opinion on the appointment. This opinion is not binding on the President. A **person engaged in scientific research** may be appointed as Director-General; the general principles of the selection or application procedure are discussed by the President and the Governing Board.
- 2) **The President** shall exercise the **employer's rights** over the Director-General. The Director-General is a senior employee pursuant to Section 208(1) of Act I of 2012 on the Labour Code; further details of his or her employment relationship shall be determined by his or her employment contract.
- 3) In order to fulfil the objectives and mission set out in the HUN-REN Act and in Sections 1(1) and (2) thereof, and to perform public duties, the **Director-General** shall act in accordance with the relevant legislation, the founding documents of HUN-REN and the research institute, the internal regulations of HUN-REN and the research institute, the

decisions of the Governing Board, and the internal regulations of the President and the Chief Executive Officer. In this context, **his or her tasks include**, in particular,

1. to formulate **the research institute's scientific strategy**, to develop **its research objectives**, key thematic **priorities** and research plans, to contribute to the decisions of the Governing Board in this regard and to implement them;
2. ensuring the development of scientific **research and innovation activities** and research infrastructure;
3. fulfilling the **public service funding agreement**;
4. ensuring, in a lawful, efficient and transparent manner, the personnel, professional, infrastructural, managerial and financial conditions for **scientific and other supporting operational activities**;
5. submitting proposals to the President and the Chief Executive Officer regarding amendments to **the research institute's organisational and operational regulations**, and implementing and ensuring the proper application of decisions made by the Governing Board, the President or the Chief Executive Officer concerning the organisation;
6. preparing and implementing **the research institute's business plan and budget**, preparing the annual report, and complying with asset management rules;
7. securing additional funding to support **research** and the operation of the research institute, utilising domestic, European Union and other international funding opportunities, ensuring the proper and effective implementation of successful grant applications, and increasing revenue;
8. operating a **performance measurement and evaluation** system for scientific and operational activities;
9. promoting **innovation**, encouraging, utilising and managing the exploitation of research results;
10. ensuring the continuous development of **researchers' careers**;
11. training the next generation of researchers and attracting and supporting young researchers;
12. strengthening the domestic scientific and research ecosystem through active participation, and expanding **links** between the scientific, industrial and higher education sectors;
13. continuously developing **the research institution's international activities**, visibility and networks; organising international events and ensuring participation in them;
14. at the request of the President, participating **in the provision of scientific expert opinions** on legislative and conceptual social issues within the scope of HUN-REN's public duties in the research institution's field of science;
15. supporting the application of **state-of-the-art** technologies within the research network;
16. **promoting** the significance of HUN-REN, as well as science and research, managing external and internal **communications**, and broadening the research institution's public relations;
17. ensuring the performance of tasks – to be carried out by the research institution – relating to **data protection, data of public interest, data assets, internal control, internal audit** and other legislation;
18. performing additional tasks as specified in the HUN-REN and the research institution's Rules of Procedure.

- 4) The Director-General shall **represent the research institute generally and independently**. He or she shall enter into contracts and assume obligations on behalf of the research institute, exercise ownership rights over the assets of the research institute and the companies established by the research institute, and make statements on behalf of the research institute.
- 5) The **Director-General consults regularly with the President and the Chief Executive Officer** on the research institute's scientific and professional tasks, direction, strategy and operations. The Director-General shall cooperate **with the Vice-Presidents** for Research on scientific and professional matters concerning the research institute, with particular regard to the duties of the Vice-Presidents as set out in Chapter IV, Section 6. The Director-General shall cooperate **with the Chief Executive Officer** on the operational tasks of the research institute.
- 6) The **Director-General shall actively participate in the successful and effective operation of HUN-REN** as set out in this section and shall contribute to the realisation of the research network's objectives and mission by utilising the research institution's full scientific, professional, human, infrastructural and managerial capacity.
- 7) The Director-General **shall contribute** to the preparation of proposals for **the HUN-REN bodies**, to the effective operation of the bodies and the performance of their tasks, and shall, where necessary, participate personally in their work; he shall implement the decisions of the Steering Committee and the Supervisory Board.
- 8) The **Director-General shall ensure** that, within the scope of HUN-REN's activities and for the purposes of monitoring and evaluating them, the President, the Chief Executive Officer, the Vice-Presidents for scientific fields, or the central organisational units, as well as the Supervisory Board or the internal audit, **are provided in a timely manner and with appropriate content**.
- 9) The Director-General is authorised **to enter into commitments and authorise expenditure** within the research institute; the scope of these rights and the procedures for their exercise shall be set out in the Director-General's regulations.
- 10) The Director-General **shall exercise employer's rights** over the employees of the research institute **in accordance with the provisions of the research institute's Rules of Procedure**.

## CHAPTER V

### THE HUN-REN SCIENTIFIC ADVISORY BOARD AND OTHER BODIES

#### Section 1

#### The College of Heads of Institutions

- 1) **The College of Heads of Institutions** is a body comprising the Directors-General, which assists **the Governing Board in its work in an advisory capacity**; it is convened by the **President** at least twice a year **with a specified agenda**, at least one of which shall be a

joint meeting of the College of Heads of Institutions and the Governing Board. The opinion of the College of Heads of Institutions is not binding on the Governing Board.

- 2) The Board of Directors formulates its position **on strategic issues** of fundamental importance to the HUN-REN Network, relating to HUN-REN's objectives, mission, public duties and other responsibilities. **In particular**, the **Board** expresses **its conceptual and strategic views** on key issues relating to the long-term strategy, future and effectiveness of academic and research activities, the encouragement and recruitment of researchers, the definition of research priorities, as well as fundraising and innovation processes.
- 3) The operation of the College of Heads of Institutions **is based on the principle of collegiality**. Members form their common views by sharing their professional perspectives, through substantive consultations and dialogue aimed at reaching consensus. The aim of the Board is to convey to the Governing Board a well-founded and coordinated position on issues concerning the HUN-REN Network, based on the experience and professional considerations of the heads of research institutions.
- 4) **The meeting of the College of Heads of Institutions is chaired by the President**; in addition to the Directors-General, the Chief Executive Officer, the Vice-Presidents for the respective scientific fields and those invited by the President also attend. On matters relating to the tasks of the College of Heads of Institutions, the **Directors-General may also submit** proposals to the Chair **regarding issues to be discussed**, and may request **the convening of a meeting of the College of Heads of Institutions** by indicating the proposed agenda and sending the necessary meeting materials.
- 5) Meetings of the College of Heads of Institutions **are not open to the public**; **a summary of the meeting is prepared**, which the Chair sends to the members of the College of Heads of Institutions and the Governing Body. Should fundamentally conflicting positions arise on a given issue at a meeting of the College of Heads of Institutions, these shall be duly reflected in the summary. At the request of the Chair, the summary of the meeting of the College of Heads of Institutions shall be authenticated by the signatures of two Directors-General.

## Section 2 The Directors-General's Meeting

- 1) The **Directors-General's Meeting** is a working meeting of the Directors-General, the President, the Chief Executive Officer and the Vice-Presidents for Academic Fields. The Directors-General's Meeting supports the Governing Board, the decisions of the President and the Chief Executive Officer, and the efficient and effective performance of HUN-REN's public duties and operations through its proposals and opinions.
- 2) **The Directors-General's Meeting** discusses HUN-REN's **scientific activities and operations** and to support researchers' work at a network level, it discusses Director-General-level issues relating to HUN-REN's scientific activities and operations that affect all research institutions, with particular regard to factors influencing the fulfilment of HUN-REN's objectives and mission, issues that help to strengthen excellence in science

and research, the development of the network's operations, cooperation between research institutions, a unified public image, as well as the coordinated implementation of management and administration, the development of international relations and the planning of prominent international scientific events.

- 3) The meeting of Directors-General **shall be convened and chaired by the Chairman** – or, in his absence or incapacity, by the Chief Executive Officer – as required, but at least twice a year, with the agenda specified. The **Chief Executive Officer** may also convene the meeting of Directors-General **independently** to discuss **operational and administrative matters**. In addition to the members, staff members or external experts invited by the Chair or the Chief Executive Officer may also attend the Directors' Meeting, depending on the nature of the agenda items. In the event of the Director's absence or incapacity, the Deputy Director may act as his or her substitute at the Directors' Meeting. The Director-General's meeting shall be held in a hybrid format as required. The Director-General's meeting shall be convened by the Chair or the Chief Executive Officer at the registered office or premises of HUN-REN, or – at the initiative and invitation of the Director-General – at one of the research institutions.
- 4) The **Directors-General may submit a proposal** to the President or the Chief Executive Officer to convene a meeting of Directors-General, accompanied by a draft agenda and related proposals. If more than half of the Directors-General initiate this, the meeting of Directors-General must be convened.
- 5) The functioning of the Directors-General's meeting is based on the principles of **collegiality and cooperation**, with particular regard to the sharing of the Directors-General's professional experience. With regard to certain agenda items, the Chair or the Chief Executive may order a vote, the result of which shall be determined by the unanimous opinion of the majority of the Directors-General present.
- 6) The meeting of the Directors-General **is not open to the public; a summary of the meeting is drawn up**, which the Chair or the Chief Executive Officer sends to the participants of the Directors-General's meeting. The summary shall set out any further tasks relating to the individual topics discussed at the meeting of Directors-General and, where relevant, deadlines.

### **Section 3 International Scientific Advisory Board**

- 1) The **International Scientific Advisory Board** (hereinafter: ISAB) consists of recognised scholars and is established to provide international support for HUN-REN's objectives and mission, in particular to develop HUN-REN's research strategy, strengthening the effectiveness of its research institutional system, and promoting the network's international integration.
- 2) **The NTTT consists of 13 members**. Its members are appointed by the President for a maximum of two years, which may be extended. The President shall inform the Governing Board of the acceptance of appointments. The list of NTTT members shall be published on the HUN-REN website.

- 3) **The Chair shall initiate the request for the NTTT's opinions and recommendations** – whether in writing or through consultation – or the convening of a meeting; members of the Governing Board may also make proposals to this effect. The members of the NTTT shall formulate their opinions and recommendations independently in writing or collectively through consultation. The Chair shall submit the NTTT's opinions and proposals to the Governing Board.
- 4) The NTTT and the Governing Board shall hold **a joint meeting at least once a year**.
- 5) The detailed rules governing the operation of the NTTT – in accordance with the HUN-REN founding charter – are laid down in **the rules of procedure** adopted by resolution of the Governing Board. Members of the NTTT are entitled **to an honorarium** and to reimbursement of their verified expenses incurred in connection with their attendance at meetings held in person at the invitation of the Chair, the detailed rules for which are laid down by the Governing Board in a resolution.

#### **Section 4. Research Councils**

- 1) In order to fulfil the objectives and mission of HUN-REN, the **research councils** shall assist the work of the Vice-President for the relevant scientific field by providing recommendations and opinions on comprehensive strategic issues within their respective scientific fields. In formulating **their opinions and recommendations**, the research councils shall pay particular attention to maintaining, encouraging, strengthening and recognising research excellence; promoting the enhancement of innovation efficiency; strengthening scientific synergies and cooperation at international and national levels, as well as within HUN-REN; and to support the mobilisation of human and financial resources and the effective operation of research institutions.
- 2) The members of the **Research Council** – at the initiative of the Chair, the Chief Executive Officer, or the Vice-Chairs for the relevant scientific fields – **contribute their expertise and opinions**, in particular in the following areas:
  1. developing HUN-REN's strategy for a given scientific field;
  2. defining the objectives of research institutions;
  3. identifying research priorities within the scientific field;
  4. formulating proposals for the establishment, reorganisation or closure of research institutions;
  5. developing a set of criteria for the audit of research institutions;
  6. formulating proposals relating to researchers' career paths;
  7. making proposals for securing additional funding to support research and innovation, and participating in the deepening and expansion of the research network's international and industrial links.
- 3) **There are three research councils** operating within HUN-REN:
  1. **Life Sciences** Research Council,
  2. the **Engineering and Natural Sciences** Research Council,
  3. the **Interdisciplinary** Research Council.

- 4) The Governing Board decides on the members of the research councils upon the recommendation of the President, after which the President appoints them for a term of three years; their mandate may be extended in accordance with the above procedure. Proposals for members of the research councils may be made to the President by the vice-presidents for the relevant scientific fields, the Chief Executive Officer, or the relevant Deputy Chief Executive Officer.
- 5) **Each** research council consists of **five members**. A member of a research council may be a **practitioner of the relevant discipline** or a **leading expert in innovation** who, through their excellence, outstanding professional achievements and experience, contributes to the realisation of HUN-REN's objectives and mission. In each research council, at least three of the members **must be scientists, and** efforts must be made to ensure a **balanced** representation of the various scientific disciplines within the research council.
- 6) Members of the research councils are entitled to an **honorarium** and to reimbursement of their verified expenses incurred in connection with their participation in the meetings of the research council; the detailed rules governing this shall be laid down by the Governing Board in a resolution.
- 7) The detailed rules governing the operation of the research councils are set out in regulations issued by the President.

## Section 5 HUN-REN Scientific and Innovation Expert Group

- 1) **In carrying out specific tasks** related to HUN-REN's activities – in particular, research grants, research calls for proposals, awards, honours and scholarships – **the HUN-REN Scientific and Innovation Expert Panel** (hereinafter: the Scientific and Innovation Expert Panel) **operates** to ensure that decisions are made with a view to scientific and innovation excellence.
- 2) The members of the Scientific and Innovation Expert Panel are appointed by the President for an indefinite period from among scientists and leading experts in innovation, based on criteria of excellence.
- 3) **Proposals** for members of the Scientific and Innovation Expert Group **may be made** to the President **by** members of the Governing Board, the Vice-Presidents for scientific fields, the Chief Executive Officer, the Directors-General, and the Deputy Chief Executive Officer responsible for research funding and innovation. Upon acceptance of the invitation, members **shall participate in specific tasks on the basis of an ad hoc assignment** given by the Chief Executive Officer, taking into account their experience in the relevant scientific field or research area, at the initiative of the relevant Vice-President for the scientific field or the Deputy Chief Executive Officer responsible for the relevant area of responsibility.

## CHAPTER VI

### REPRESENTATION OF HUN-REN, COMMUNICATION AND COOPERATION WITHIN THE HUN-REN NETWORK, AND HUN-REN'S INTERNAL REGULATIONS

#### Section 1

##### Representation of HUN-REN

- 1) HUN-REN is represented independently by the **President** and the **Chief Executive Officer**. They are authorised to make statements on behalf of and in the name of HUN-REN, unless otherwise provided. The **Directors-General** make statements on behalf of and regarding the activities of the research institution.
- 2) Written statements, opinions or other communications **on behalf of HUN-REN** may be sent or issued in the name of, or with the approval of, the President or the Chief Executive Officer, unless the President or the Chief Executive Officer provides otherwise. Written statements, opinions or other communications **on behalf of the research institute** may be sent or issued in the name of, or with the approval of, the Director-General, unless the Director-General decides otherwise. The President may lay down the principles and general rules governing HUN-REN's external and press communications in internal regulations.
- 3) **The heads of central organisational units** shall, within the scope of their duties and powers and in accordance with their own managerial level, be authorised to maintain contact with external partners; they shall inform their superiors of this, and, where necessary, the Chief of Staff and the Chief Executive Officer.

#### Section 2

##### Communication and cooperation within the HUN-REN Network

- 1) In order to fulfil HUN-REN's objectives and mission, carry out its public duties and other activities, and ensure its effective operation and continuous development, **cooperation between the central organisational units and the research institutes** is based on ongoing mutual professional support and constructive consultation. The central organisational units and research institutions work in a coordinated manner within the cooperation and consultation forums established for this purpose, and use their professional expertise to support the development of the most appropriate solutions for HUN-REN in terms of operations and resource utilisation, the sharing of best practices and the implementation of the principle of network operation; they participate in the joint work in an active and value-adding manner.
- 2) Central organisational **units may request data, information or other details** from the research institution's organisational unit, either by addressing the request to the Director-General or by providing simultaneous notification. An exception to this are regular, technical requests for information, regarding which the relevant organisational unit of the research institution shall inform the Director-General in accordance with the research institution's internal practices. The research institution is obliged to comply with data provision requirements in full, with appropriate professional content and within the

specified deadlines. The Director-General may, where necessary, lay down the procedure and content of individual regular data reports by way of a decision.

### SECTION 3 HUN-REN network professional forums and working groups

- 1) With the participation of the competent heads or designated staff members of the central organisational units and research institutions – and, where necessary, external experts – **HUN-REN network professional forums and working groups** (abbreviated as HUN-REN network forum), led by the relevant head of the central organisational unit or a designated member of staff. The HUN-REN network forum is a form of consultation and cooperation; its name may be adapted to the nature of the task.
- 2) The HUN-REN network forum identifies opportunities for network cooperation **within the relevant field of** expertise, with a view to strengthening scientific and operational excellence, which serve the long-term sustainable, stable and cost-effective operation of HUN-REN, and contribute to the strengthening, modernisation and the application of state-of-the-art tools and solutions.
- 3) The HUN-REN network forums develop common guidelines, strategies and their implementation **in professional, operational and management areas**, and share best practices, with a view to supporting the effectiveness of research and innovation and continuously strengthening the high-quality delivery of HUN-REN's public duties.
- 4) The **establishment of** a HUN-REN network forum – in addition to the network forums specified in these Rules of Procedure – may be proposed by the Governing Board, the Director-General, the research institution, and the heads of the relevant central organisational units of HUN-REN **may initiate** with the Chair or the Chief Executive, who **shall decide** on the matter or may themselves determine the establishment of such a forum.
- 5) The Chief Executive shall ensure **the conditions for the operational functioning of** the HUN-REN Network Forum. The HUN-REN Network Forum shall itself establish its working methods, which shall be based on collegiality, active professional contribution and results-oriented, effective cooperation.
- 6) The Chair, the Chief Executive Officer, the Vice-Chairs for the respective academic fields and the Directors-General shall be informed of the **findings and** recommendations of the HUN-REN Network Forum, the procedure for which may be laid down by the Chief Executive Officer in regulations. **The nature of the specific proposals in each field determines** the nature, direction and possibilities for further action at the network level. Proposals drawn up by the HUN-REN network forum shall be submitted – as necessary – by the Chair or the Chief Executive to the meeting of Directors-General, and by the Chair to the Governing Board.

#### Section 4

#### Internal regulations applicable to HUN-REN and the central organisational units

#### internal regulations issued by the President and the Chief Executive

- 1) **Internal regulations** relating to HUN-REN or the central organisational units are normative or specific provisions governing the operation and performance of tasks of HUN-REN.
- 2) **Internal regulations** applicable to HUN-REN may be issued by the Governing Board **in the form of a resolution**, and by the President and the Chief Executive Officer of **in the form of internal regulations as defined in these Rules of Procedure**. The Governing Board's Rules of Procedure govern the Governing Board's resolutions. **The internal regulations of the research institution** – as specified in the research institution's Rules of Procedure – shall be issued by the Director-General (or the Director). The internal regulations of the research institution must not conflict with the Governing Board's decisions concerning HUN-REN, nor with the internal regulations issued by the President or the Chief Executive Officer. All regulations must be in accordance with the law, the HUN-REN and the founding documents of the research institutions, as well as the HUN-REN Rules of Procedure.
- 3) **Proposals for the issuance of internal regulations by the President or the Chief Executive Officer** concerning HUN-REN or the central organisational units may be **made** by the Directors-General, the Vice-Presidents for Research Areas, the Deputy Chief Executive Officers, or the Director/Head of any central organisational unit, provided that the purpose and the draft text are submitted. Drafts of internal regulations issued by the President or the Chief Executive relating to HUN-REN – insofar as they are also applicable to research institutions – must be agreed with the Directors-General. This does not apply to internal regulations issued by the President in his capacity as employer.
- 4) **Internal regulations** issued by **the President and the Chief Executive** may take the form of:
  1. **a resolution of the President or the Chief Executive:** a regulation issued by the President or the Chief Executive which, on the basis of the authorisation granted in a resolution of the Governing Board, and exclusively in relation to and in accordance with the provisions thereof, contains an amendment or addition to the resolution of the Governing Board; and which sets out rules relating to the powers of the Chairman or the Chief Executive Officer as provided for in the HUN-REN Act or other legislation;
  2. **the Chairman's or Chief Executive's regulations:** a management instrument issued by the Chairman or the Chief Executive – within the scope of their duties and powers – which, depending on its subject matter, establishes generally applicable, binding rules concerning the operation of HUN-REN or its central organisational units, activities, as well as their procedures, reporting and data provision arrangements; its scope may be general or apply to a specific organisational or personal group as defined by the subject matter of the regulation; its provisions must not conflict with the decisions of the Governing Body or with the decisions of the President or Chief Executive;
  3. **guidance from the Chair or the Chief Executive:** a management tool issued by the Chair or the Chief Executive – within the scope of their duties and powers – which,

- depending on its subject matter, assists in the interpretation, uniform application and practical implementation of rules and institutional procedures relating to the HUN-REN Network or the central organisational units;
4. **an instruction** from the President **or the Chief Executive**: an internal regulation issued by the President or the Chief Executive – within the scope of their duties and powers – concerning the Directors-General or the central organisational units, which is a specific measure or decision issued in a particular matter or on an ad hoc basis, aimed at a specific person, organisational unit or a specific task, or activity, particularly in the exercise of employer’s rights, concerning the performance of work, work organisation, the fulfilment of duties, management, the chain of command or other obligations arising from the employment relationship.
  - 5) **HUN-REN’s internal regulations** are binding, within **their scope**, on HUN-REN, the HUN-REN Network, the central organisational units, all employees, or a group thereof.
  - 6) The **preparation of any internal regulations or proposals for decisions** recommended for adoption by the Governing Board, the Chair or the Chief Executive Officer is the responsibility of the central organisational unit competent in accordance with its remit and powers, or of the central organisational unit designated by the Chief Executive Officer. During the preparation process, the central organisational unit shall consult with other central organisational units concerned in accordance with their respective duties and powers, and shall take into account any comments received when finalising the proposal. If the HUN-REN internal regulation also applies to the research institute, the President or Chief Executive shall consult with the Directors-General.
  - 7) Depending on their subject matter and nature, **HUN-REN internal regulations** must be published on the internal website of HUN-REN and/or the research institution on a need-to-know basis, or communicated to the staff involved in their application and implementation. In the case of central organisational units, this is the responsibility of the Chief Executive Officer; in the case of the research institution, it is the responsibility of the Director General.
  - 8) The **Chief Executive** shall ensure that all HUN-REN internal regulations applicable to the HUN-REN Network and in force at the research institution – with the exception of the Director-General’s internal regulations – are sent to, or made accessible to, the Directors-General. The **directors-general** are obliged to inform the Chief Executive Officer of the internal regulations of the directors-general in force at any given time, the register of which is maintained by the competent directorate of the central organisational unit.
  - 9) In all other respects, the general principles and provisions relating to HUN-REN internal regulations – including those issued by research institutes – are set out in **the HUN-REN Rules of Procedure** issued by the Chief Executive.
  - 10) **HUN-REN’s internal regulations** contain provisions relating to HUN-REN’s internal operations and work processes; therefore – unless otherwise provided for by law or by the internal regulation itself – **they are not public documents**. Employees are obliged to handle them in accordance with the rules on the protection of trade secrets, with a view to protecting HUN-REN’s business and relationship interests and maintaining organisational trust.

## CHAPTER VII

### RULES APPLICABLE TO CENTRAL ORGANISATIONAL UNITS

#### Section 1

##### Management and supervision of central organisational units

- 1) **HUN-REN** is led and managed **by the President**. The Chief Executive Officer is the **operational head of HUN-REN**. The **central organisational units** are managed by the President and – within the scope of duties and powers laid down by law, in HUN-REN's Articles of Association, in HUN-REN's internal regulations, and by the President – by the **Chief Executive Officer**. The Chief Executive Officer **is the head of** the central organisational units and manages their day-to-day operations.
- 2) The **Chairman and the Chief Executive Officer** directly manage and supervise the Chief of Staff, as well as any employee as they may direct. The **Chief Executive Officer** directly manages and supervises the Deputy Chief Executive Officers, the directors of the departments under his direct management and supervision ( ), or the heads of independent organisational units, as well as any employee as he may direct. The Deputy Chief Executives directly manage and supervise the directors of the directorates as set out in the Annex to the HUN-REN Organisational and Operational Regulations. The President and the Chief Executive may directly assign tasks to any employee of the central organisational unit and may request information from them.
- 3) With the exception of the vice-presidents for academic fields, **the Chief Executive Officer** exercises **employer's rights** over **the employees** of the central organisational units. The Chief Executive Officer may delegate certain secondary employer's rights to other heads of the central organisational units. The procedure for the delegation of certain employer's powers of the Chief Executive is set out in Appendix 2 to these Rules of Procedure. The Chief Executive may issue, by way of regulations, the framework employment regulations for the HUN-REN Network, as well as employment regulations for the central organisational units.

#### Section 2

##### The structure and management of central organisational units

- 1) The central organisational units consist **of directorates, other independent organisational units** (executive office, office) and **non-independent organisational units** (office, secretariat).
- 2) A **non-independent organisational unit** (office, secretariat) may also operate within a **directorate or other independent organisational unit**. The **Chief Executive Officer shall decide on the establishment or dissolution of** a non-independent organisational unit, based on the complexity of the tasks, the efficiency of task performance and the number of employees. A non-independent organisational unit is an organisational unit which, in the organisational and operational regulations, is not designated as an independent unit but operates within the framework of another organisational unit as an integral part thereof,

typically having clearly defined powers or tasks within a directorate or another independent organisational unit.

- 3) The directorate is managed and supervised by a **director**, whilst other independent organisational units are managed and supervised by **their respective heads**. The Chief Executive Officer decides on the appointment of a **deputy director, or the deputy head of an independent organisational unit or the head of a non-independent organisational unit**, based on the complexity of the tasks of the directorate or **the independent or non-independent organisational unit**, the efficiency of task performance, and the number of staff in the directorate. Where the Chief Executive decides on the appointment of a deputy director or deputy head, they may also be responsible for the management of a non-autonomous organisational unit. The Deputy Chief Executive may submit a reasoned proposal regarding organisational matters within the management board. The Chief Executive Officer may decide on the appointment of a **Deputy Chief of Staff**, who shall act as a full substitute for the Chief of Staff in the event of the latter's absence or incapacity.
- 4) Detailed rules concerning the structure, management, tasks and operation of **the central organisational units** of the **HUN-REN Hungarian Research Network** are set out in **the Annex** to these **HUN-REN Rules of Procedure**.
- 5) The **Chief Executive Officer** may lay down further detailed rules of operation for the central organisational units and the procedure for deputising in the rules of procedure adopted in the Chief Executive Officer's regulations.

### **Section 3** **Consultative forums of the central organisational units**

- 1) In order to discuss strategic and priority issues affecting the operation of HUN-REN, the President or the Chief Executive Officer shall convene a **senior management meeting**. The President, the Chief Executive Officer, the Vice-Presidents for Academic Fields, the Deputy Chief Executive Officers and the Chief of Staff shall be permanent participants in the senior management meeting. Depending on the agenda, the President or the Chief Executive Officer may invite the directors responsible for human resources, legal affairs or communications, the Deputy Chief of Staff (if appointed), and other persons.
- 2) The Chief Executive Officer holds **management meetings** to coordinate tasks relating to the operation of central organisational units and to prepare management decisions. The permanent participants in the management meeting are the Chief Executive Officer, the Deputy Chief Executive Officers, the Chief of Staff, – if appointed – the Deputy Chief of Staff, the directors, the heads of other independent organisational units, the head of the Executive Secretariat and the head of the Vice-President's Office (hereinafter collectively referred to in this section as: managers). Depending on the agenda, the Chief Executive Officer may invite additional persons.
- 3) For the purpose of preparing or implementing a specific matter, task or project, the competent manager may convene a **consultation or meeting**; in the case of tasks or projects of particular importance, they may establish a **working group on a permanent or ad hoc basis**, the composition and operating procedures of which shall be determined

by the manager responsible for the task in question. The establishment of a permanent working group requires the consent of the Chief Executive, and the establishment of a working group may be ordered by the Chairman, the Chief Executive, the Chief of Staff or the Deputy Chief Executives. To ensure the effective operation of the working group, a working group leader may be appointed, and a secretary may be appointed to organise the working group's work and provide administrative support.

- 4) The Chief Executive Officer may lay down provisions in internal regulations **regarding further consultation forums** for central organisational units and their rules of procedure.

## **CHAPTER VIII**

### **ORGANISATIONAL AND OPERATIONAL REGULATIONS OF RESEARCH INSTITUTIONS**

- 1) HUN-REN carries out its public mission of scientific research and innovation in research institutions, in accordance with the principle of academic freedom. Pursuant to a decision by the founder of HUN-REN, HUN-REN's research institutions are organisational units with independent legal personality. In accordance with the rules governing HUN-REN, the research institutions are research and knowledge-dissemination organisations which carry out these activities – in the fields of science and research specified in their founding charters, as well as in other areas related to these core activities – as public-benefit organisations performing public tasks. Within the framework of their founding charters, research institutions participate autonomously in fulfilling the objectives, mission and public tasks set out in the HUN-REN Act, and contribute to the network's success, effectiveness and operation.
- 2) The research institutions of the HUN-REN Hungarian Research Network are as follows:
  1. the HUN-REN Agricultural Research Centre
  2. the HUN-REN Veterinary Research Institute;
  3. the HUN-REN Institute for Nuclear Research;
  4. the HUN-REN Balaton Limnological Research Institute;
  5. the HUN-REN Research Centre for Astronomy and Earth Sciences;
  6. the HUN-REN Energy Research Centre;
  7. the HUN-REN Institute of Earth Physics and Space Sciences;
  8. the HUN-REN Institute of Experimental Medicine;
  9. the HUN-REN Centre for Ecological Research;
  10. the HUN-REN Alfréd Rényi Institute of Mathematics;
  11. the HUN-REN Research Institute for Computer Science and Automation;
  12. the HUN-REN Biological Research Centre in Szeged;
  13. the HUN-REN Office for Funded Research Groups;
  14. the HUN-REN Natural Sciences Research Centre
  15. the HUN-REN Wigner Research Centre for Physics.
- 3) The research institution – in accordance with applicable legislation and internal regulations – has its own founding charter, bank account and tax number; it is an organisation and has

a budget separate from HUN-REN, which is a legal entity with special legal status; it is entitled to independent financial management; it possesses independent assets; it may carry out economic activities in accordance with the principle of a private market investor, provided that this does not jeopardise the performance of its public duties; it may not distribute profits arising from its economic activities, but may use them exclusively in connection with its public duties; it may establish a business organisation; it applies for grants in its own name and receives grant funding; it enters into civil and other contracts and disposes of the income derived therefrom in accordance with internal regulations; all rights and obligations generally applicable to legal persons apply to it. The Director-General exercises and fulfils the employer's rights and obligations in respect of employees employed at the research institute.

- 4) **The organisational and operational regulations** of research institutions are adopted by the Governing Board in separate resolutions. Research institutions are also subject to the provisions of these HUN-REN Rules of Procedure, which they shall observe and apply.
- 5) The Rules of Procedure of the research institutions must not conflict with the HUN-REN Rules of Procedure.

## CHAPTER IX

### FINAL PROVISIONS

- 1) **Amendments to the HUN-REN Rules of Procedure** shall be submitted by the President to the HUN-REN Governing Body for approval as necessary. The President is obliged to initiate amendments to the HUN-REN Rules of Procedure if this is necessary and justified for the effective operation of HUN-REN.
- 2) **Pursuant to the authorisation in Chapter IV, Section 1(2)(1) of the HUN-REN Rules of Procedure, the rules set out therein shall apply to amendments to the Annexes and Appendices to the HUN-REN Rules of Procedure, and the Chief Executive Officer shall be authorised to make such amendments with the prior written consent of the President.**
- 3) The Chief Executive Officer shall ensure that the current versions of the main text of the HUN-REN Rules of Procedure, the Annex to the HUN-REN Rules of Procedure and Appendix No. 1 to the HUN-REN Rules of Procedure are published on an external website.
- 4) Upon the entry into force of these HUN-REN Rules of Procedure, the HUN-REN Rules of Procedure adopted by HUN-REN IT Decision No. 11/2025 (27 March) shall cease to have effect.
- 5) Upon the entry into force of these HUN-REN Rules of Procedure, the HUN-REN Rules of Procedure issued on the basis of HUN-REN IT Decision No. 11/2025.(27 March 2025) IT Resolution, or on the basis of HUN-REN SZMSZs adopted prior to that, shall remain in force and applicable – regardless of their type – until they are amended or repealed. Should it be necessary to amend them due to the current regulatory framework, the Chief Executive Officer shall ensure this in accordance with the provisions of these HUN-REN Rules of Procedure.

6) These HUN-REN Rules of Procedure shall enter into force on 1 April 2026.

**Budapest, March 2026** “

**Annex to the HUN-REN Rules of Procedure**

Detailed rules on the structure, management, tasks and operation of the central organisational units of the HUN-REN Hungarian Research Network

**Appendices to the HUN-REN Rules of Procedure**

Appendix No. 1 to the HUN-REN Rules of Procedure: Organisational chart of the central organisational units of the HUN-REN Hungarian Research Network

Appendix No. 2 to the HUN-REN Rules of Procedure: Procedure for the delegation of certain employer's powers by the Chief Executive of the HUN-REN Hungarian Research Network

**ANNEX**

**To the Organisational and Operational Regulations of the HUN-REN Hungarian  
Research Network  
Decision No. X/2026 (25 March)**

**THE CENTRAL ORGANISATIONAL UNITS OF THE HUN-REN HUNGARIAN  
RESEARCH NETWORK  
CENTRAL ORGANISATIONAL UNITS  
DETAILED RULES ON THE STRUCTURE, MANAGEMENT, TASKS AND  
OPERATION OF THE**

**CHAPTER I**

**INTRODUCTORY PROVISIONS**

**Section 1  
Scope and cooperation**

- 1) Pursuant to Section 4 of Chapter VIII of the HUN-REN Hungarian Research Network Organisational and Operational Regulations (hereinafter: HUN-REN OOR) , this Annex sets out **the detailed rules governing the structure, management, tasks and operation of the central organisational units of the HUN-REN Hungarian Research Network** (hereinafter: central organisational units). The general rules governing the operation of the central organisational units are set out in the main text of the HUN-REN Rules of Procedure.
- 2) **The scope of the Annex to the HUN-REN Rules of Procedure extends** to the central organisational units and – where necessary – to those in a contractual relationship with them for the purpose of performing work, as well as, with regard to tasks and provisions relating to HUN-REN network cooperation, to research institutions and – where necessary – to those in a contractual relationship with them in respect of cooperation, participation, preparation and implementation, to research institutions and, where necessary, to those with whom they have a contractual relationship.
- 3) The **central organisational units shall cooperate** continuously in the performance of their duties. The central organisational unit responsible for a given task shall be responsible for preparation, conducting consultations and finalising the materials submitted for management decision, presenting several decision alternatives where necessary. Materials submitted to the President and the Chief Executive Officer must be sent via the Executive Cabinet, or the Chief of Staff must be included among the recipients of the correspondence. In the central organisational units, the procedure for the preparation, coordination and submission of proposals, documents, letters and other materials to the Chairman or the Chief Executive, as well as the rules for the implementation of decisions, shall be laid down by the Chief Executive in internal regulations, as necessary.

- 4) The central organisational units consist of **directorates, other independent organisational units** (executive office, office) and **non-independent organisational units** (office, secretariat).

## CHAPTER II

### OTHER HEADS OF CENTRAL ORGANISATIONAL UNITS

#### Section 1

##### Vice-Presidents for Academic Fields

- 1) Within HUN-REN – under the direction and supervision of the President – there are **three Vice-Presidents for Academic Fields**:
1. the Vice-President for Science in Engineering and Natural Sciences (STEM);
  2. the Vice-President for Life Sciences (LIFE);
  3. and the Vice-President for Frontier Science.
- 2) **The Vice-Presidents for Academic Fields** continuously support the decision-making and management work of the President and the Chief Executive Officer through their proposals and opinions, in accordance with the duties set out in Section 6 of Chapter IV of the HUN-REN Rules of Procedure. In this context, in particular,
1. formulate professional proposals and opinions, and contribute to the professional basis of decisions;
  2. monitor developments in their respective fields of expertise and regularly inform the President and the Chief Executive Officer of their experiences, findings and any issues that arise;
  3. monitor and support the implementation of priorities, programmes and key projects related to HUN-REN's strategic objectives;
  4. initiate and contribute to the coordination of professional issues, the preparation of decisions and their implementation in their respective fields of science;
  5. facilitate professional cooperation and the flow of information between research institutions and central organisational units;
  6. represent HUN-REN at domestic and international professional forums upon request or by agreement; in their press and public relations, they act in accordance with the communication policy of their central organisational unit;
  7. they participate in HUN-REN's senior management meetings, initiate consultations, and cooperate continuously and closely with one another, with research institutions, and with other organisational units
  8. carry out the tasks specified by the President or the Chief Executive Officer.

#### Section 2

##### The Deputy Chief Executives

- 1) Within the central organisational units of HUN-REN – under the direction and supervision of the Chief Executive Officer – there are **two Deputy Chief Executive Officers**:
1. the Deputy Chief Executive for Science Strategy and Innovation,

2. and the Deputy Chief Executive for Operations.
- 2) Within the scope of their duties and powers, **the Deputy CEOs** contribute to the fulfilment of HUN-REN's objectives and mission, in particular
1. they direct and supervise the professional activities of the directorates under their authority, and make proposals for measures to achieve HUN-REN's objectives and mission, as well as for the development of their respective fields;
  2. direct or participate in the development of strategies, concepts and long-term programmes relating to HUN-REN's activities and ensure their implementation;
  3. ensure the professional preparation and implementation of management decisions, internal regulations, and the decisions of the Governing Board and other HUN-REN bodies in matters falling within their field of expertise, as well as the timely submission of related documents to the Chief Executive Officer and the Chairperson in accordance with professional standards; participate in management meetings and support decision-making with their professional recommendations;
  4. monitor the progress of priorities, programmes and key projects related to HUN-REN's strategic objectives and regularly inform the Chairman and the Chief Executive Officer thereof;
  5. they oversee the development and updating of internal regulations, procedures and professional guidelines relating to their areas of responsibility;
  6. provide the Chief Executive Officer and the Chairman with the information, reports, background materials and presentations required for public appearances in relation to HUN-REN's activities and operations;
  7. identify risks or matters requiring immediate intervention and propose solutions, and take the necessary measures during the implementation of decisions taken;
  8. attend HUN-REN management meetings, initiate consultations themselves, and cooperate continuously and closely with one another, with research institutions, and with other organisational units;
  9. act as deputies to the Chief Executive Officer within the scope of their duties and powers; represent HUN-REN within the scope of their duties, in consultation with the Chair or Chief Executive Officer, or at their request;
  10. they ensure the lawful, professional and cost-effective operation of the central organisational units;
  11. maintain contact with domestic and international partners; in their press and public relations, they act in accordance with the communication policy of the central organisational units;
  12. keep the President, the Chief Executive and the Chief of Staff continuously informed of their activities;
  13. exercise certain employer's rights delegated to them by the Chief Executive in accordance with Appendix 2;
  14. make recommendations regarding human resources management, organisational development and the efficient use of capacity within the organisational units falling within their remit;
  15. promote the efficient and coordinated operation of the organisational units within their area of responsibility and make proposals for the improvement of operational processes;
  16. carry out the tasks specified by the President or the Chief Executive Officer.

### **Section 3** **The Chief of Staff**

- 1) As the head of the Executive Cabinet, **the Chief of Staff** organises and coordinates the operation of the Executive Cabinet under the direct management and supervision of the President and the Chief Executive Officer, and supports the implementation of executive management within HUN-REN. In this context, in particular
  1. manages and oversees the operations of the Executive Office
  2. organises and coordinates the professional, organisational and administrative support for the work of the Chairman and the Chief Executive Officer;
  3. coordinates the preparation of decisions by the Chairman and the Chief Executive Officer, as well as cooperation between the relevant organisational units; maintains contact between the Chairman and the Chief Executive Officer and the Directors-General, as well as with domestic and international partners;
  4. on behalf of the Chairman and the Chief Executive Officer, assigns tasks to central organisational units or directors-general and monitors their implementation;
  5. reviews proposals submitted to the Chairman and the Chief Executive Officer and, where necessary, initiates their supplementation or revision;
  6. arranges for the preparation of meetings chaired by the President and the Director-General and organises the related consultations;
  7. ensures effective cooperation and the flow of information between management, central organisational units and research institutes;
  8. in the absence or incapacity of the Chief Executive Officer – without prejudice to the duties and powers of the Deputy Chief Executive Officers – performs the duties associated with acting as the Chief Executive Officer’s operational coordinator;
  9. performs the duties specified by the Chairman or the Chief Executive Officer.

### **Section 4** **Directors and heads of other independent organisational units**

- 1) In accordance with the provisions of the Organisational and Operational Rules, **directors and heads of other independent organisational units** shall, under the direct management and supervision of the Chief Executive Officer or Deputy Chief Executive Officer, manage the professional and operational activities of the directorate or other independent organisational unit under their charge, and shall be responsible for the lawful, professional and efficient performance of the tasks of the relevant organisational unit, as well as for the appropriate use of available resources. Within this framework, their duties and powers include, in particular:
  1. manage and organise the professional work of the management, ensure the performance of its tasks and the coordination of work processes;
  2. ensure the preparation of matters falling within the Directorate’s remit and internal regulations, the implementation of management decisions, and the timely and high-quality preparation of related professional materials and submissions, as well as their submission to the President or the Chief Executive in accordance with the official procedure;
  3. monitor processes affecting their field of expertise and make proposals for the development of activities and efficient operations; are responsible for the efficient use of available resources;

4. cooperate with other central organisational units and research institutions; maintain contact with domestic and international partners; represent HUN-REN at public events at the request of management;
  5. exercise the employer's powers delegated to them; ensure the professional guidance, supervision and work organisation of their staff;
  6. participate in management and professional consultations, contribute to the preparation of organisational-level decisions and, where necessary, to their implementation; regularly inform the manager exercising supervisory authority over them and the Chief of Staff regarding the execution of tasks within their area of expertise, developments in key matters, and projects of particular importance, tasks and their status, with particular regard to risks or matters requiring intervention, of which the Chief Executive, the Chairman and the Chief of Staff must also be informed;
  7. carry out the tasks specified by the Chairman, the Chief Executive Officer, the Deputy Chief Executive Officers and the Chief of Staff.
- 2) Where a deputy director, deputy head or head of a non-autonomous organisational unit is appointed, their duties, in addition to deputising, include managing and coordinating the preparation of tasks within their unit in the relevant professional field, the implementation of management decisions, and ensuring that related professional materials and submissions are prepared on time and to the appropriate professional standard; performing the duties specified by their line manager.

### **CHAPTER III**

#### **THE CENTRAL ORGANISATIONAL UNITS OF THE HUN-REN HUNGARIAN RESEARCH NETWORK AND THEIR MANAGEMENT**

##### **1) Organisational units under the management and supervision of the President and the Chief Executive Officer**

- 1) Executive Cabinet
  - a) Executive Secretariat (not an independent organisational unit)
  - b) Office of the Vice-President (not an independent organisational unit)

##### **2) Organisational units under the management and supervision of the Chief Executive**

1. Human Resources Directorate
2. Marketing and Communications Directorate
3. International Directorate
4. Artificial Intelligence Service Centre Directorate
5. Artificial Intelligence Technology Centre (non-independent organisational unit)
6. Internal Audit Office

##### **3) Organisational units under the management and supervision of the Deputy Director-General for Science Strategy and Innovation**

1. Secretariat of the Deputy Director-General for Science Strategy and Innovation (not an independent organisational unit)

2. Directorate for Science Strategy
3. Directorate of Innovation
4. Grants Directorate

**4) Organisational units under the management and supervision of the Deputy CEO for Operations**

1. Office of the Deputy Chief Executive for Operations (non-independent organisational unit)
2. Directorate of Financial Services
3. Asset Management and Operations Directorate
4. IT Directorate
5. Legal and Compliance Directorate
6. Organisational Development and New Business Areas Directorate

## CHAPTER IV

### ORGANISATIONAL UNITS UNDER THE MANAGEMENT AND SUPERVISION OF THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER

#### Section 1

##### The Executive Office

(Office of the President and CEO of HUN-REN)

- 1) The Executive Office is an organisational unit operating under the direct management and supervision of the President and CEO, which, within the scope of its duties and powers, provides comprehensive professional, organisational, coordination and administrative support to assist the President and CEO in the performance of their duties.
- 2) The Executive Cabinet, in cooperation with the central organisational units, coordinates the high-quality professional preparation of the President's and Chief Executive Officer's decisions and meetings, the effective exercise of executive management, and cooperation between the President and Chief Executive Officer and the research institutes, as well as external partners. The Executive Cabinet is responsible for performing the secretarial duties of the Governing Board and, in general, for facilitating the smooth operation of HUN-REN's bodies.
- 3) The Executive Cabinet reviews submissions, analyses, letters and proposals (hereinafter: submissions) submitted to the President and the Chief Executive Officer in terms of their professional soundness, accuracy and completeness, and only forwards them for management decision-making if they have been properly prepared. If a submission does not meet the necessary professional or formal requirements, the Executive Cabinet shall request additions, clarifications or revisions from the organisational unit that prepared the submission. The head of the relevant organisational unit is responsible for the professional content and high quality of the submissions.
- 4) The Executive Cabinet is headed by the Chief of Staff. The Chief of Staff performs his or her duties under the joint direction and supervision of the Chairman and the Chief Executive Officer. In the operational management of HUN-REN, including commitment and expenditure – in the absence or incapacity of the Chief Executive Officer – the Chief of Staff acts as the Chief Executive Officer's deputy for operational coordination. This does not affect the duties and powers of the Deputy Chief Executives, who deputise for the Chief Executive on specific matters, consulting with the Chief of Staff as necessary. A Deputy Chief of Staff may also serve on the Executive Cabinet, who shall deputise for the Chief of Staff in matters of authorisation and commitment – in the event of the joint absence or incapacity of the Chief Executive and the Chief of Staff.
- 5) The Chief of Staff directs and supervises the day-to-day activities of the Executive Cabinet's staff, unless otherwise provided for in these Rules of Procedure or by the Chief Executive Officer. Should the President or the Chief Executive Officer assign a task to any member of the Executive Cabinet, the execution of that task shall take precedence.

- 6) The Executive Secretariat and the Vice-President's Office operate within the Executive Cabinet – not as independent organisational units – and are headed by the Head of the Executive Secretariat and the Head of the Vice-President's Office respectively. The Head of the Executive Secretariat and the Head of the Vice-President's Office carry out their duties under the direction and supervision of the Chief of Staff. The Head of the Executive Secretariat is responsible for the direct management and supervision of the staff of the Executive Secretariat, whilst the Head of the Vice-President's Office is responsible for the direct management and supervision of the staff of the Vice-President's Office, provided that the Chief of Staff may directly involve any member of the Executive Secretariat in the performance of tasks.
- 7) In order to carry out the tasks of the Executive Cabinet, the Chief of Staff may request information from the Deputy Chief Executives, or, with their knowledge, from the head of any organisational unit, as well as any materials necessary for the performance of the task.
- 8) In the Executive Cabinet, the President or the Chief Executive Officer (or more than one) is assisted by an academic secretary or professional adviser, who assist in the preparation of scientific and policy matters relating to the President or the Chief Executive, as well as in ensuring the President and the Chief Executive maintain contact with research institutions and the scientific community, and in organising high-profile events.
- 9) The Executive Cabinet's tasks include, in particular:
  1. provides comprehensive professional, organisational and administrative support for the work of the Chairman and the Chief Executive Officer; organises their official engagements; manages and coordinates the executive diary; and ensures that the necessary arrangements and preparatory materials are available;
  2. organises and manages the President's and Chief Executive Officer's correspondence, mail and document management, and records documents relating to management decisions;
  3. coordinates cooperation between central organisational units during the preparation and implementation of the Chairman's and Chief Executive Officer's decisions; may assign tasks on behalf of the Chairman or Chief Executive Officer, and monitors and checks their implementation;
  4. reviews materials submitted to the Chairman and the Chief Executive Officer in terms of their professional soundness, accuracy and suitability for decision-making, and, where necessary, requests the relevant organisational unit to revise or supplement them;
  5. monitors the progress of management priorities, programmes and key projects related to HUN-REN's strategic objectives and regularly informs the President and the Chief Executive Officer thereof;
  6. ensures – and requests from the relevant central organisational unit and research institutions – that the President and the Chief Executive Officer receive regular management information and summaries relevant to operations;
  7. coordinates, with the involvement of the relevant central organisational units and, where necessary, research institutions, the preparation of background analyses, impact assessments and policy briefings to inform the decisions of the President and the Chief Executive;
  8. assists in organising horizontal consultations between central organisational units and in resolving coordination issues arising between them;

9. coordinates the preparation of meetings chaired by the President and the Chief Executive Officer, and may convene consultations to prepare meeting materials;
  10. is responsible for the coordination or technical preparation of certain priority programmes and projects, as assigned by the Chairman or the Chief Executive Officer;
  11. monitors matters of strategic importance affecting the operation of HUN-REN and brings issues requiring a decision or intervention to the attention of the Chairman and the Chief Executive Officer;
  12. monitors the implementation of decisions made by the President and the Chief Executive Officer, and, where necessary, reports any risks or deviations relating to implementation;
  13. coordinates the organisation and follow-up of the Chairman and Chief Executive Officer's network of governmental, international and strategic institutional relations;
  14. requests speeches, presentations and background materials relating to the Chairman and Chief Executive Officer's public appearances from the relevant central organisational units, for the content and high quality of which the head of the relevant organisational unit is responsible;
  15. ensures the approval of the content of external communication messages prepared by the Communications and Marketing Directorate on behalf of the Chairman and the Chief Executive Officer;
  16. assists the President and the Chief Executive Officer in supporting management-level coordination of extraordinary or crisis situations affecting the operation of HUN-REN;
  17. maintains contact with the heads of research institutions and, with the authorisation of the President or the Chief Executive Officer, may request information and data from the heads of research institutions;
  18. maintains contact with the heads and staff of institutions within the domestic and international research ecosystem, and organises the President and Chief Executive Officer's liaison with domestic and international partners;
  19. receives, handles and investigates matters relating to integrity risks and internal whistleblowing, involving, where necessary, or delegating the task in writing to the Human Resources Directorate, the Organisational Development and New Business Areas Directorate, the Legal and Compliance Directorate, or involving the Internal Audit Office.
- 10) Within the Executive Cabinet – operating as a non-autonomous organisational unit – the Executive Secretariat is managed and supervised by the Head of Secretariat. The tasks of the Executive Secretariat include, in particular:
1. providing comprehensive organisational, administrative and document management support for the work of the Chairman and the Chief Executive Officer, issuing and signing documents, handling official enquiries addressed to them, and ensuring that these are forwarded for processing and followed up;
  2. organises and manages the official programmes and diaries of the Chairman and the Chief Executive Officer, and coordinates the necessary preparations for these;
  3. arranges for the convening of meetings chaired by or initiated by the Chairman or the Chief Executive Officer, ensures the necessary conditions are in place, and takes all other preparatory steps;
  4. arranges for the collection of background materials, briefing notes, speeches, etc. relating to the programmes of the President and the Chief Executive Officer from the relevant organisational unit and monitors their implementation;

5. ensures that the President and the Chief Executive Officer maintain contact with the heads of research institutions and with domestic and international partners, organises their meetings, and coordinates and monitors the implementation of the tasks arising from these;
  6. coordinates the approval by the President and the Chief Executive Officer of proposals prepared by the central organisational units and communicates these to the relevant organisational unit;
  7. records the tasks set by the Chairman and the Chief Executive Officer, ensures that these are communicated to the relevant organisational units, and monitors compliance with deadlines;
  8. performs the secretarial duties of the Governing Body;
  9. performs the secretarial duties of the College of Heads of Institutions and the meeting of Directors-General.
- 11) Within the Executive Cabinet – operating as a non-independent organisational unit – the Office of the Vice-President is managed and supervised by the Head of Office. The specific duties of the Office of the Vice-President are:
1. providing organisational, coordination and administrative support for the tasks of the Vice-Presidents for the various scientific fields;
  2. to cooperate closely with the Directorate for Science Strategy – and, where necessary, with other central organisational units – in order to prepare and support the work of the vice-presidents for scientific fields;
  3. ensures coordination between the vice-presidents for scientific fields and research institutions;
  4. performs the secretarial duties of the research councils, as well as the organisational, administrative and coordination tasks related to their operation; arranges their meetings and summarises their opinions and positions;
  5. ensures liaison between the vice-presidents for scientific fields and the research councils, and acts as an intermediary between the research councils and other central organisational units;
  6. shall consult with the vice-presidents for the relevant scientific fields where the involvement of the research councils is initiated by another central organisational unit. The initiating organisational unit shall be responsible for the substantive and technical details of such collaborations, including any contractual processes.

## **CHAPTER V**

### **ORGANISATIONAL UNITS UNDER THE MANAGEMENT AND SUPERVISION OF THE CHIEF EXECUTIVE**

#### **Section 1 Human Resources Directorate (HR Directorate)**

- 1) The Human Resources Directorate is headed by the HR Director, who carries out his or her duties under the direct management and supervision of the Chief Executive Officer. The HR Director manages and supervises the activities of the staff of the Human Resources Directorate. Within the scope of its responsibilities and powers, the Human Resources

Directorate is responsible for fulfilling the objectives and mission of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies.

- 2) Within the HUN-REN Network, in order to ensure uniform procedures and approaches to human resources management, the consistent application of the researcher career path, and the efficient management of resources across the individual research institutions, the HR Director provides professional guidance to the managers and staff responsible for HR tasks at the research institutions.
- 3) With regard to the HR processes of the central organisational units, the Human Resources Directorate is responsible in particular for:
  1. developing the human resources strategy and performance indicators and coordinating their implementation, as well as planning, recording and monitoring staffing levels and payroll management; coordinating the selection and operation of support systems related to human resources management; assessing and reconciling workforce requirements; preparing and conducting selection procedures; performing preparatory and administrative tasks relating to employment relationships;
  2. preparing employment contracts and other documents establishing legal relationships for the performance of work; maintaining personnel records and coordinating their development; fulfilling reporting obligations to authorities;
  3. managing personal and other protected data processed within the framework of HR processes in accordance with legislation and internal regulations;
  4. carrying out tasks related to payroll accounting, reporting payroll data, and developing benefit schemes;
  5. assessing, proposing, implementing and monitoring training, further training and development needs;
  6. coordinating and operating the performance appraisal system; developing, refining and applying promotion principles; defining and recording performance indicators;
  7. identifying key positions, and establishing and operating a system for succession planning and leadership development;
  8. ensuring internal communication processes relating to human resources, handling issues of compliance and integrity in cooperation with the Executive Board, and providing advice to management and staff on human resources matters;
  9. preparing and coordinating organisational development programmes;
  10. coordinating employer-side matters in labour-related litigation and non-litigation proceedings;
  11. making proposals for the strategic development of HR processes and implementing them;
  12. making proposals for the introduction of streamlined, digitised (partially automated) HR processes and operating them.
- 4) With regard to HR processes covering the HUN-REN Network, the Human Resources Directorate is responsible in particular for:
  1. to propose and coordinate HR strategies, objectives, processes and services relevant to the HUN-REN Network, and to provide professional support for the implementation of these tasks at network level;

2. contribute to the design and development of the researcher career model within the HUN-REN Network, as well as to the design and operation of the employee performance appraisal and measurement system;
3. prepares and coordinates regulations relating to the HUN-REN Network, and summarises and shares best practices;
4. prepares network-level HR summaries and analyses upon request;
5. coordinates HR processes related to the employment of foreign workers, with particular regard to supporting international mobility;
6. shapes and strengthens the development and consolidation of the HUN-REN organisational culture;
7. leads the HR forum for HR managers/officers at research institutions.

## Section 2

### **Marketing and Communication Directorate** (Marketing and Communication Directorate)

- 1) The Marketing and Communication Directorate is headed by the Director of Communication and Marketing, who carries out their duties under the direct management and supervision of the Chief Executive Officer. The Director of Communication and Marketing manages and supervises the activities of the staff of the Marketing and Communication Directorate. Within the scope of its responsibilities and powers, the Communications and Marketing Directorate is responsible for fulfilling the objectives and mission of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies.
- 2) In order to ensure a uniform set of procedures and a professional approach to the communication, marketing and public relations activities of the research institutes, as well as to ensure the coordinated, uniform and high-quality visibility of HUN-REN, the Director of Communications and Marketing exercises professional guidance authority over the managers and staff of the research institutes entrusted with communication tasks.
- 3) With regard to the central organisational units, the Communications and Marketing Directorate's responsibilities concerning the development of communications, public relations, event organisation, branding, marketing and digital communications include, in particular:
  1. developing, implementing, coordinating and monitoring the marketing and communication strategies and internal procedures of the central organisational units, and providing advice to managers and those involved in communication;
  2. Comprehensive management of the domestic and international media appearances and press relations of the central organisational units and their managers; within this framework, in particular, initiating and organising media appearances and press events, receiving and coordinating media enquiries, producing and coordinating content and science communication tasks related to HUN-REN's activities and results, as well as preparing and coordinating press releases, press statements, and other communication and promotional content (written, digital, visual and audiovisual materials);

3. providing comprehensive institutional-level communication for the domestic and international events and functions of the central organisational units, as well as for the domestic and international appearances and meetings of the central organisational units and their leaders; speechwriting as required; and the creation of digital content for presentations;
  4. managing and developing HUN-REN's internal and external websites in Hungarian and English, as well as HUN-REN's and its management's social media platforms and digital communication channels in Hungarian and English; ensuring an active and consistent institutional presence; continuously updating the structure and content of communication platforms, providing them with up-to-date, high-quality professional and digital content, and applying state-of-the-art digital solutions across the full spectrum of communication, marketing and branding activities;
  5. developing, maintaining and implementing crisis and emergency communication procedures;
  6. the comprehensive preparation, organisation, execution and promotion of domestic and international events, functions and conferences organised by, or involving the active participation of, central organisational units or their managers; within this framework, including – in collaboration with the specialist organisational units and in accordance with management guidelines – the development of the programme concept, content, schedule, preparation plan and content responsibility matrix, as well as event organisation and protocol preparations; compiling the guest list and maintaining contact, organising venues and services, ensuring logistical and technical requirements, coordinating cost planning and financial administration tasks, comprehensively handling press, communication and promotional tasks, preparing and operating digital solutions (in particular online streaming, registration platforms, visual and audiovisual content);
  7. carrying out protocol tasks related to HUN-REN's events;
  8. identifying, developing and maintaining scientific and industrial partnership and sponsorship opportunities for communication, branding and marketing purposes;
  9. coordinating communication regarding data of public interest and enquiries, and responding to requests on the HUN-REN website and other digital platforms;
  10. monitoring, measuring, analysing and reporting on domestic and international media coverage relating to HUN-REN and Hungarian science, providing decision support for management and making recommendations for response;
  11. measuring and evaluating HUN-REN's digital presence, brand, marketing and event outcomes, and providing support for management decision-making.
- 4) With regard to the HUN-REN Network's extensive responsibilities in the areas of communications, public relations, branding and marketing, the Communications Directorate is specifically tasked with:
1. developing, coordinating, monitoring and advising on the HUN-REN Network's marketing and communication strategy, principles, directions and internal procedures;
  2. promoting the most prominent possible media presence for HUN-REN's scientific excellence and achievements, and facilitating HUN-REN's prominent and high-quality domestic and international science communication; making recommendations to research institutions regarding media appearances and supporting this, including

- through the creation, development and dissemination of jointly developed media content;
3. providing professional support for the communication activities of research institutions and researchers, coordinating communication, and sharing best practices;
  4. managing HUN-REN's internal communication and building its organisational culture through regular newsletters and other internal communication channels and events, thereby strengthening the organisation's internal cohesion; in this context, providing direct information to HUN-REN employees, for which the Director-General is required to ensure direct email access to staff employed at the research institute;
  5. developing, operating and implementing HUN-REN's brand strategy, corporate identity system and guidelines at a network level;
  6. initiating, implementing and developing events, programmes, campaigns and partnerships that strengthen HUN-REN's public relations, as well as promoting HUN-REN's scientific achievements and research activities using all possible means;
  7. strengthening HUN-REN's visibility, reputation and position as a scientific partner and employer both domestically and internationally by keeping the communication of excellence on the agenda, using marketing communication tools (branding activities, production of publications, market research), and by developing and strengthening the employer brand;
  8. strengthening the domestic and international visibility of HUN-REN and its scientific achievements, as well as the scientific events of research institutions, through communication and marketing tools, including communication support for the domestic and international events of research institutions.

### **Section 3** **International Directorate** (International Directorate)

- 1) The International Directorate is headed by the International Director, who carries out his or her duties under the direct management and supervision of the Chief Executive Officer. The International Director manages and supervises the activities of the staff of the International Directorate. Within the scope of its responsibilities and powers, the International Directorate is responsible for fulfilling the objectives and missions of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies.
- 2) Within the HUN-REN Network, in order to ensure the prominent and – where necessary – coordinated international visibility of research institutions, the International Director provides professional guidance to the heads and staff of research institutions entrusted with international tasks.
- 3) With regard to the central organisational units, the International Directorate's tasks include, in particular:
  1. coordinating, initiating, maintaining and monitoring HUN-REN's bilateral and multilateral European Union and international relations, as well as making proposals for their continuous expansion and deepening, with particular regard to national or comprehensive research networks similar to HUN-REN, and leading scientific and

- research organisations, partners relevant to institutional cooperation – governmental, scientific, research, industrial, innovation, higher education and academic – in the international arena;
2. maintaining ongoing contact with key partners and organisations in the fields of research, science and innovation within the European Union, and initiating, preparing and following up on such contacts at management level;
  3. comprehensive professional, substantive and logistical preparation of HUN-REN's international negotiations and meetings involving outgoing and incoming delegations; strengthening HUN-REN's overall international visibility through active measures and initiatives; identifying opportunities for participation in international scientific and research events; and positioning the participation of leaders and other HUN-REN representatives;
  4. monitoring major international scientific and research events and conferences; initiating, facilitating and implementing HUN-REN's active participation;
  5. monitoring current developments in key European Union or international issues related to HUN-REN's objectives and mission, informing leaders, formulating HUN-REN's position and coordinating it within the network, as well as representing it as necessary in European Union and other international policy-making organisations, committees and working groups; in this context, in particular, monitoring and analysing European Union research, development and innovation policy, formulating and coordinating HUN-REN's position, initiating HUN-REN management statements, and identifying and organising events and other opportunities to raise the organisation's profile;
  6. identifying HUN-REN's focal points on other relevant issues of international significance, formulating its position, defining a strategy for representation, and maintaining relations with professional allies;
  7. organising official domestic and international travel for HUN-REN's management, its partners (where invited) and staff of central organisational units, and providing logistical and protocol support for visiting delegations and guests;
  8. performing secretarial duties for the International Scientific Advisory Board, which supports the work of the Governing Board in an advisory capacity;
  9. maintaining contact with Hungary's diplomatic missions abroad and with diplomatic missions accredited to Budapest, informing them of HUN-REN developments and initiatives relevant to deepening and expanding relations, as well as actively initiating and following up on bilateral relations.
- 4) With regard to the HUN-REN Network, the International Directorate is responsible in particular for:
1. monitoring international trends in science policy and science diplomacy, providing information on developments of particular significance to HUN-REN, and initiating HUN-REN's participation;
  2. enhancing HUN-REN's visibility, providing ongoing information on international events relevant to HUN-REN's profile, and encouraging active participation in such events;
  3. monitoring the international relations of research institutions, supporting them as necessary in identifying opportunities for breakthroughs, and encouraging the organisation of international events;

4. maintaining the HUN-REN international events calendar, and to this end, requesting continuous updates from HUN-REN research institutions regarding their major events of international relevance;
5. leading the network coordination forum for the heads/officials responsible for international relations at research institutions (International Coordination Working Group), providing ongoing support for international activities, and sharing best practices.

**Section 4**  
**Management of the Artificial Intelligence (AI) Service Centre**  
(AI Service Centre)

- 1) The Artificial Intelligence Service Centre is headed by the Director (hereinafter: AI Director), who carries out their duties under the direct management and supervision of the Chief Executive Officer. The AI Director manages and supervises the activities of the staff of the Artificial Intelligence Service Centre Management. Within the scope of its tasks and powers, the Artificial Intelligence Service Centre is responsible for fulfilling the objectives and missions of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies. The AI Director manages the HUN-REN AI ambassador network.
- 2) With regard to the HUN-REN Network, the Artificial Intelligence Service Centre is specifically responsible for:
  1. developing, coordinating and implementing the HUN-REN artificial intelligence strategy with the involvement of research institutions;
  2. representing HUN-REN and fully preparing for management participation in domestic and international consultations and events on AI, as decided by management;
  3. with particular regard to AI4Science, specifically within HUN-REN research institutions
    - a) promoting the system-level use of AI tools for research purposes;
    - b) expanding the AI toolkit (with open-source and licensed solutions);
    - c) developing best practices, educational materials and knowledge-sharing platforms to support researchers;
    - d) measuring and reporting on the use of AI tools, and encouraging their use;
  4. in relation to AI4Efficiency at HUN-REN research institutions
    - a) supporting the use of AI tools to make processes not directly related to research more efficient;
    - b) making self-service tools available and developing user skills;
    - c) automating processes and developing internal chatbots based on user needs;
    - d) running educational programmes and providing e-learning materials;
  5. supporting innovation processes using AI tools at HUN-REN research institutions
    - a) supporting innovation processes with AI tools;
    - b) supporting the Innovation Manager Network through AI skills development;
    - c) providing AI-supported innovation services (e.g. patent searches, market size estimation, competitor analysis, product ideation);
    - d) supporting the preparation of business and investor materials (pitch decks, business plans, marketing campaigns);

6. coordinating the HUN-REN Network's unified artificial intelligence software and hardware environment under the supervision of the Deputy Director General for Science Strategy and Innovation, with a view to ensuring the efficiency of the HUN-REN Network's resource management. To ensure the efficient utilisation of assets, exercises professional approval authority over the IT procurements and developments for artificial intelligence purposes by research institutions that exceed the value threshold specified in the Presidential Directive;
7. As part of the operational optimisation and process automation of HUN-REN – with a view to reducing operating costs and increasing efficiency – it supports the AI-based automation of HUN-REN's administrative processes under the supervision of the Deputy Chief Operating Officer. It defines the recommended and mandatory technological standards that ensure the automatability of network-level processes.
8. encouraging collaborations and (strategic) partnerships, providing AI services, and engaging in grant applications as part of efforts to strengthen the HUN-REN AI ecosystem;
9. To strengthen the AI-related activities of research institutions, managing, operating and developing the AI ambassador network (AI Ambassadors), and ensuring their ongoing expert support.

## **Section 5** **Artificial Intelligence (AI) Technology Centre** (AI Technology Centre)

- 1) The Artificial Intelligence Technology Centre operates as a non-independent organisational unit under the direct management and supervision of the Chief Executive Officer.
- 2) The task of the Artificial Intelligence Technology Centre in relation to the AI-first Science programme is
  1. monitoring and testing artificial intelligence technologies that are disruptively transforming core scientific activities, in close collaboration with the HUN-REN Artificial Intelligence Research Institute programme operating within the HUN-REN Funded Research Groups Office;
  2. identifying innovations in research methodology, taking into account research strategies and organisational strategic objectives;
  3. selection, deployment and analysis of high-potential, accessible architectures to build core competencies in support of radically new scientific approach projects;
  4. developing and providing secure, continuously evolving frameworks suitable for networked AI use, through which all researchers have access to the most advanced AI-based technologies;
  5. preparing recommendations for improving research processes and developing competencies.

## **Section 6** **Internal Audit Office** (Internal Audit)

- 1) The Head of the Internal Audit Office is the Head of Internal Audit at HUN-REN. The Internal Audit Office operates under the authority of the Chief Executive Officer; however,

it is not subject to instructions regarding the content of its audit findings, conclusions and recommendations.

- 2) The Head of the Internal Audit Office directs and supervises the activities of the staff of the Internal Audit Office.
- 3) The scope of the Internal Audit Office's duties and powers extends to HUN-REN, including its central organisational units and research institutes, as well as all their activities. The independence and objectivity of the internal audit must be ensured by everyone at HUN-REN. Within the scope of its duties and powers, the Internal Audit Office is responsible for fulfilling the objectives and missions of HUN-REN, and for the preparation, execution and follow-up of the work, decisions and consultations of the President, Chief Executive Officer, officers and bodies.
- 4) All managers and staff employed in both the central organisational units and the research institutes are obliged to cooperate fully with the staff of the Internal Audit Office.
- 5) The Head of the Internal Audit Office is obliged to inform the Chief Executive Officer of the commencement – and, where necessary, the completion – of audits conducted at central organisational units, and the Director-General of audits conducted at research institutes.
- 6) The Internal Audit Office
  - a) shall prepare, regularly review and submit to the Chief Executive for approval the draft of the HUN-REN Internal Audit Manual and any amendments thereto as necessary;
  - b) draws up a proposal for HUN-REN's audit plan for the following year, submits it to the Chief Executive for approval by 31 December, and ensures its implementation;
  - c) prepares HUN-REN's audit report for the previous year and submits it to the Chief Executive by 31 March.
- 7) The Internal Audit Office is responsible for carrying out comprehensive internal audits at the central organisational units and research institutes – in accordance with the HUN-REN Internal Audit Manual – and to this end
  1. carries out compliance, financial, systems, performance and IT audits as part of its assurance activities. In doing so,
    - a) it analyses, examines and evaluates the compliance of the establishment and operation of internal control systems with legislation and regulations, as well as the economy, efficiency and effectiveness of their operation;
    - b) analyses and examines the regularity of the planning, utilisation and accounting of revenue and expenditure, as well as the management of assets and liabilities, the management of available resources, the safeguarding of assets, and the reliability of accounts, reports, the proper, efficient, effective and economical use of public funds, and compliance with legislation and internal instructions;
    - c) analyses and examines the economy and efficiency of the operation of financial management and control systems;
    - d) examines the use of grants and funds transferred by HUN-REN by beneficiaries;
    - e) in addition to the annual internal audit plan, carries out ad hoc or targeted audits at the request of the Chair and the Chief Executive Officer, in accordance with the

- recommendations of the Supervisory Board, to ensure compliance with legislation, the HUN-REN Rules of Procedure and the provisions of HUN-REN's regulations;
- f) Internal Audit prepares a report on the subject under review and keeps the Chief Executive Officer informed of its findings on an ongoing basis – and, in the event of concerns or identified issues, on an ad hoc basis – and makes recommendations on the necessary measures;
  - g) ensures that internal audits are recorded and audit documents are retained, and records and monitors the measures taken on the basis of internal audit reports;
  - h) monitors the implementation of action plans drawn up on the basis of internal audit reports, prepares reports on implementation and sends these for information to the management of HUN-REN and the Supervisory Board.
2. as part of its advisory activities, at the request of the Chief Executive Officer and, through the Chief Executive Officer, the Directors-General, its tasks include in particular:
- a) supporting managers in decision-making by analysing, evaluating and examining various options and assessing their risks;
  - b) providing advice on the rationalisation of organisational structures in the field of change management;
  - c) formulating proposals to enhance and further develop the legality and effectiveness of HUN-REN's operations, as well as regarding the content and structure of its internal regulations;
  - d) providing advice to assist the relevant staff of HUN-REN's central organisational units and research institutes in the operation of the internal control system and the enforcement of integrity.
- 8) The Internal Audit Office
1. is authorised to inspect all documents, data and information systems relating to the subject of the audit, to request information from the audited central organisational unit, research institution of , business entity or other partner, and to make copies of documents;
  2. cooperates with and assists the Supervisory Board in its activities; furthermore, consults with the Supervisory Board during the preparation of the annual audit plan, attends its meetings upon invitation, and reports on its internal audit activities;
  3. keeps a record of measures taken to implement the recommendations formulated on the basis of the Supervisory Board's audits.

## **CHAPTER VI**

### **ORGANISATIONAL UNITS UNDER THE MANAGEMENT AND SUPERVISION OF THE DEPUTY CHIEF EXECUTIVE FOR SCIENCE STRATEGY AND INNOVATION**

#### **Section 1**

##### **Secretariat of the Deputy CEO for Science Strategy and Innovation (Office of the Deputy CEO for Science Strategy and Innovation)**

- 1) The Office of the Deputy CEO for Science Strategy and Innovation – as a non-independent organisational unit – operates under the direct management and supervision of the Deputy CEO for Science Strategy and Innovation, assists the Deputy CEO for Science Strategy and Innovation in his or her work, and coordinates the preparation and follow-up of his decisions and consultations.
- 2) The Secretariat of the Deputy CEO for Science Strategy and Innovation is responsible in particular for:
  1. handling document management, administrative and clerical tasks relating to the Deputy CEO for Science Strategy and Innovation, and managing his or her diary;
  2. organising and supporting the work of the Deputy Director-General for Science Strategy and Innovation, preparing the documents necessary for decision-making and coordinating their consultation with the relevant organisational units;
  3. ensures the coordination of cooperation and information flow between the organisational units under the supervision of the Deputy CEO for Science Strategy and Innovation, as well as smooth cooperation with other central organisational units;
  4. coordinates the fulfilment of the Executive Cabinet’s tasks and requests relating to the field of science strategy and innovation, and ensures their coordination with other relevant central organisational units, paying particular attention to deadlines and ensuring they are prepared with the appropriate content and in the correct format;
  5. performs organisational and coordination tasks relating to the Deputy CEO for Science Strategy and Innovation’s external and internal liaison;
  6. organises and coordinates the Deputy Director-General for Science Strategy and Innovation’s participation in meetings and consultations, ensures the proper implementation of decisions and task assignments, and coordinates matters relating thereto;
  7. ensures the preparation of the necessary information, reports and summaries for the Deputy CEO for Science Strategy and Innovation;
  8. is responsible for performing secretarial duties relating to the HUN-REN scientific expert group.

## **Section 2**

### **Directorate for Science Strategy** (Directorate for Science Strategy)

- 1) The Directorate for Science Strategy is headed by the Director of Science Strategy, who performs his or her duties under the direct management and supervision of the Deputy Chief Executive Officer for Science Strategy and Innovation. The Director of Science Strategy manages and supervises the activities of the staff of the Directorate for Science Strategy. Within the scope of its responsibilities and powers, the Directorate of Science Strategy is responsible for fulfilling the objectives and mission of the HUN-REN Act, and for preparing and managing the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies, and for supporting and following up on the preparation, execution and follow-up of their work, decisions, consultations and public appearances, as well as for providing professional support to the Vice-President’s Office and the Vice-Presidents for scientific fields.

- 2) The tasks of the Directorate for Science Strategy, with particular regard to the central organisational units and the HUN-REN Network, include:
1. Within the framework of tasks relating to the Science Strategy and Public Task Funding Agreement, including:
    - a) coordinating HUN-REN's system-level science strategy and evaluation tasks, in particular the preparation and implementation of related decisions, facilitating and monitoring performance and results, and the regular preparation of reports and accounts on these matters;
    - b) is responsible for the preparation, coordination of implementation and monitoring of HUN-REN's scientific and innovation strategy documents, and for the preparation of proposals, submissions, analyses, and background materials for the Governing Board, the President and the Chief Executive Officer, and for their consultation and coordination within the HUN-REN Network as required;
    - c) cooperates with the vice-presidents for scientific fields on system-level scientific strategy tasks, in particular those scientific, professional, analytical, evaluation and system development tasks that relate to the entirety of HUN-REN's scientific operations, as well as in monitoring the performance and effectiveness of research institutions, in evaluating indicators related to the implementation of the public task funding agreement, and in audit and evaluation processes;
    - d) is responsible for the preparation of the long-term framework agreement securing state funding and the public service funding contract, for assisting in and managing negotiations, and for coordinating activities relating to the review and evaluation of the public service funding contract, and makes proposals for any amendments;
    - e) is responsible for coordinating and monitoring the allocation of indicators within the HUN-REN Network in accordance with the public service funding agreement, for coordinating the measurement, monitoring, methodological development and operation of the indicators, for the operational monitoring of such measures, for the development of proposals for any intervention measures and for monitoring their implementation, and shall also assist in the collection and processing of data;
    - f) is responsible for preparing the report to be submitted to the competent ministry;
    - g) is responsible for the operational monitoring of the indicators relating to the recruitment of new researchers and scientific output under the public service funding agreement, and for the collection and processing of data ; in respect of these indicators, the person performs the duties of an indicator manager;
    - h) is responsible for coordinating the methodological design, introduction, implementation and monitoring of the actions specified in the public service funding agreement, for the development of proposals for any intervention measures and for monitoring their implementation, as well as for performing the duties of the action manager for the following KFSZ actions, which includes the preparation of situation analyses, concept development, as well as the implementation of the action and the preparation of progress reports on the activity, in cooperation with the vice-presidents for the relevant scientific fields and, where necessary, other central organisational units:
      - a. Ensuring annual 'customer-driven' research capacity for policy-making;
      - b. Developing and operating a unified researcher career model;
      - c. Developing a roadmap for research infrastructure development.

- i) continuously monitors research related to HUN-REN's key thematic research priorities;
  - j) is responsible for coordinating activities related to the review and evaluation of the public service funding agreement, and makes recommendations for any amendments;
  - k) is responsible for monitoring the public service activities carried out by HUN-REN;
  - l) is responsible for preparing strategic collaborations with scientific and higher education stakeholders related to HUN-REN's activities and for coordinating their implementation.
2. Within the framework of scientific organisation tasks, among other things
- a) is responsible for coordinating the annual reports on the research activities of research institutions and for the evaluation process thereof;
  - b) is responsible for determining the technical content and ongoing development of the HUN-REN Electronic Application and Data Reporting System – the reporting and record-keeping system;
  - c) supports tasks related to the training of the next generation of researchers, the retention and encouragement of young researchers, and carries out duties relating to researchers employed in junior research posts;
  - d) initiates, through the Vice-President's Office, the involvement of members of the research councils in the various evaluation, audit and review processes under its management and supervision, and then carries out these activities in direct cooperation with the members of the research councils, including any tasks relating to contractual relationships;
  - e) coordinates scientific organisation and liaison tasks relating to HUN-REN's scientific expert network in order to carry out specific tasks – in particular evaluation, review and assessment procedures – in line with the objectives and mission set out in the HUN-REN Act and in connection with HUN-REN's scientific activities;
  - f) in cooperation with the Communications and Marketing Directorate, carries out professional tasks aimed at communicating the research and innovation results generated at HUN-REN in a manner accessible to the general public and promoting them within society;
  - g) performs tasks relating to awards and titles granted in recognition of outstanding scientific achievement, as well as the secretarial duties of the Awards Committee.
3. Within the framework of data management and monitoring tasks, it, amongst other things
- a) is responsible for measuring the scientific performance of research institutions, develops the performance evaluation system for research units, as well as the methodology and toolkit for evaluating research grant applications;
  - b) it monitors authoritative international monitoring and scientometric analyses and rankings, and prepares proposals on aspects relevant to domestic science policy and measurement methodology;
  - c) is responsible for developing the database relating to research infrastructures and the framework for responsible use, and formulates proposals regarding the development of research infrastructures and their service capabilities;

- d) directs, organises and coordinates the activities of the HUN-REN data steward network, regularly reviews the operation of the data steward network and the Research Data Management Framework, and makes proposals for amendments as necessary;
- e) ensures compliance with statutory obligations relating to data assets in respect of the central organisational units and, where necessary, the HUN-REN Network.

**Section 3**  
**Directorate for Innovation**  
(Directorate for Innovation)

- 1) The Directorate for Innovation is headed by the Director of Innovation, who performs his or her duties under the direct management and supervision of the Deputy Director General for Science Strategy and Innovation. The Director of Innovation manages and supervises the activities of the staff of the Directorate for Innovation. Within the scope of its responsibilities and powers, the Innovation Directorate is responsible for fulfilling the objectives and missions of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, the Chief Executive Officer, its officers and its bodies. The Director of Innovation directs and supervises the activities of the HUN-REN innovation manager network.
- 2) The Innovation Directorate is responsible, in particular with regard to the central organisational units and the HUN-REN Network, for:
  1. it is responsible for drafting the strategic documents of the HUN-REN intellectual property protection framework and monitoring their implementation, developing network-level measures to strengthen intellectual property protection, coordinating the intellectual property protection-related activities of research institutions, and fostering cooperation and contractual relationships between HUN-REN's central organisational units and research institutions on intellectual property protection issues;
  2. coordinates the management of industrial property applications and the maintenance of protection rights within the HUN-REN network through a unified system;
  3. is responsible for operating the electronic platform supporting the dissemination of intellectual property generated in research institutions, as well as for establishing and operating the database containing HUN-REN's intellectual property portfolio; within this framework, it is responsible for establishing and operating a standardised data reporting system for research institutions at ;
  4. is responsible for the operational monitoring of the innovation indicators in the public task funding agreement and for the collection and processing of data; in the case of indicators relating to innovation activities, it performs the duties of the indicator manager;
  5. is responsible for drafting the strategic documents of the HUN-REN research utilisation framework and monitoring their implementation, for developing network-level measures to strengthen research utilisation, and for supporting and supervising the research utilisation activities of research institutions;
  6. is responsible for identifying, regularly evaluating and monitoring the development of innovative results and technologies arising from research institutions; in doing so,

- it establishes and maintains a portfolio database containing data on research projects with innovation potential carried out by research institutions;
7. is responsible for establishing institutional data reporting procedures relating to the commercialisation activities of research institutions, as well as for coordinating and monitoring data reporting;
  8. is responsible for operating the HUN-REN innovation manager network, and directs and supervises its activities;
  9. supports research institutions by providing advice on intellectual property protection, innovation management and research commercialisation;
  10. strengthens and expands knowledge within the HUN-REN Network regarding intellectual property protection, innovation management and research commercialisation;
  11. maintains contact with domestic and international intellectual property protection and innovation organisations, as well as with stakeholders in the corporate, financial and investment sectors;
  12. makes proposals for new collaborations and contacts, monitors domestic developments and international trends relevant to HUN-REN's activities, and provides information on these within the HUN-REN Network as required;
  13. is responsible for raising awareness of and promoting HUN-REN's innovation activities among market participants, as well as for strengthening partner relationships;
  14. cooperates continuously with HUNRENTÉCH Kft, innovation managers and research institutions in the performance of its intellectual property protection and research exploitation tasks.

## Section 4

### **Directorate for Grant Support** (Directorate for Grant Support)

- 1) The Directorate for Grant Support is headed by the Director of Grant Support, who performs his or her duties under the direct management and supervision of the Deputy CEO for Science Strategy and Innovation. The Director of Grant Support manages and supervises the activities of the staff of the Directorate for Grant Support. Within the scope of its responsibilities and powers, the Grants Directorate is responsible for fulfilling the objectives and mission of HUN-REN, and for the preparation, execution and follow-up of the work, decisions, consultations and public appearances of the President, Chief Executive Officer, officers and bodies. The Tender Director manages and supervises the activities of the HUN-REN Tender and Project Management Professional Community.
- 2) The tasks of the Grant Management Directorate, with particular regard to the central organisational units and the HUN-REN Network, are:
  1. encouraging and, where necessary, coordinating the participation of research institutions in domestic, European Union and other international calls for proposals, as well as providing related professional coordination and support at network level;
  2. develops proposals and programmes aimed at increasing successful participation in domestic and international calls for proposals, and supports successful participation in priority calls – e.g. ERC – through targeted measures.

3. monitors relevant domestic and international funding opportunities, provides information on these, and encourages research institutions to participate in calls for proposals; supports the grant application activities of research institutions as required, and promotes the sharing of best practices in grant application and project management within the HUN-REN Network;
4. develops the procedural and cooperation rules for joint calls for proposals between HUN-REN and other domestic or international partners, in particular regarding the coordination, division of tasks and data reporting procedures for the preparation, submission and implementation of calls for proposals;
5. organises training and further training courses to ensure the successful preparation and implementation of applications, provides professional methodological support to researchers and staff responsible for application and project management tasks, and promotes the sharing of best practices regarding applications within the HUN-REN Network; organises network-level information sessions and professional events relating to grant opportunities and programmes;
6. performs tasks related to the operation and professional coordination of the Grant and Project Management Professional Community;
7. performs tasks relating to the comprehensive planning, preparation, implementation and follow-up of HUN-REN's internal grant programmes; monitors the professional implementation of funded projects and performs the associated administrative tasks;
8. is responsible for the technical and financial preparation, compilation and submission of grant projects implemented with the participation of central organisational units, and – unless otherwise specified by the Chief Executive in the terms of reference – carries out project management tasks related to the implementation of funded projects, including contract conclusion, monitoring technical and financial progress, and fulfilling maintenance obligations;
9. coordinates network-level data reporting and information flow relating to grant activities, and establishes, operates and develops databases relating to grant activities;
10. is responsible for the operational monitoring of indicators relating to grant activities under the public service funding agreement, and for the collection and processing of data; in the case of indicators specific to the field, performs the duties of an indicator manager;
11. maintains contact with domestic and international organisations involved in grant and project management, as well as with grant-awarding and funding institutions; supports and facilitates the President and Chief Executive's relations and cooperation with them;
12. monitors changes in the legal and policy environment affecting grant-related activities, provides information on these, and ensures support for the implementation of the resulting requirements at network level.

## **CHAPTER VII**

### **ORGANISATIONAL UNITS UNDER THE MANAGEMENT AND SUPERVISION OF THE DEPUTY CHIEF OPERATING OFFICER**

#### **Section 1**

#### **Secretariat of the Deputy CEO for Operations (Office of Deputy CEO for Operations)**

- 1) The Office of the Deputy CEO for Operations – as a non-independent organisational unit – carries out its work under the direct management and supervision of the Deputy CEO for Operations, coordinating the preparation and follow-up of his decisions and consultations.
- 2) The specific tasks of the Secretariat of the Deputy Chief Operating Officer are:
  1. handling document management, administrative and clerical tasks relating to the Deputy Chief Operating Officer; managing his or her diary;
  2. organising and supporting the work of the Deputy Chief Operating Officer, preparing the materials required for decision-making and coordinating their consultation with the relevant organisational units;
  3. ensures the coordination of cooperation and information flow between the organisational units under the Deputy Chief Operating Officer’s supervision, as well as smooth cooperation with other central organisational units;
  4. coordinates the fulfilment of the Executive Office’s operational tasks and requests, ensuring that these are coordinated with other relevant central organisational units, paying particular attention to meeting deadlines and ensuring that they are prepared with the appropriate content and in the correct format;
  5. performs organisational and coordination tasks relating to the Deputy Chief Executive Officer for Operations’ external and internal liaison;
  6. organises and coordinates the Deputy Chief Operating Officer’s participation in meetings and consultations, ensures the proper implementation of decisions and task assignments, and coordinates matters relating thereto;
  7. ensures the preparation of the necessary information, reports and summaries for the Deputy Chief Operating Officer;
  8. performs the secretarial duties of the HUN-REN Supervisory Board, and keeps the Executive Cabinet informed of this process.

## **Section 2**

### **Financial Services Directorate**

(Financial Directorate, CFO, Chief Financial Officer)

- 1) The Financial Directorate is headed by the Chief Financial Officer, who carries out his or her duties under the direct management and supervision of the Deputy Chief Operating Officer.
- 2) The Financial Directorate is responsible for financial and accounting tasks, controlling and management reporting tasks, and procurement and public procurement tasks. The Chief Financial Officer ( ) directs and supervises the activities of the staff of the Financial Directorate.
- 3) Within the HUN-REN Network, to ensure uniform economic and financial operations, and to ensure management in accordance with legislation and HUN-REN’s internal regulations, the Financial Director exercises professional management and coordination authority over the financial directors of the research institutions, particularly with regard to business planning, budgeting, financial, accounting and reporting processes.

- 4) The Financial Director chairs the HUN-REN network's financial coordination forum for the financial directors of the research institutes.
- 5) The financial management tasks of the Financial Services Directorate in relation to the central organisational units
  1. prepares the business plan and budget, the allocation of resources for developments intended for network objectives and strategic themes, ensures their financial underpinning and monitors their implementation;
  2. prepares annual and interim financial statements, as well as financial reports arising from other statutory obligations;
  3. performs management, financial, accounting and bookkeeping tasks;
  4. ensures that financial transactions and cash flow processes are conducted in accordance with the rules, and maintains the relevant financial records;
  5. operates the accounting system and ensures that accounting records are kept up to date in accordance with the law;
  6. is responsible for the core financial management systems;
  7. acts as the primary guardian against risks relating to financial operations;
  8. prepares the HUN-REN framework regulations relating to financial and operational management, as well as the internal regulations applicable within HUN-REN's central organisational units;
  9. fulfils data reporting obligations relating to management and financial operations to management, internal audit, or the Governing Body and the Supervisory Board, as well as to authorised external bodies;
  10. is responsible for ensuring liquidity, planning and forecasting cash flows, and the efficient allocation of financial resources.
- 6) Financial Management Directorate's financial management tasks in relation to the HUN-REN Network
  1. develops the principles of the financial, tax and accounting framework for the HUN-REN Network and coordinates their application at the institutional network level;
  2. coordinates the preparation and planning process for the business plans and budgets of the HUN-REN Network and the research institutions, and provides guidelines and guidance to ensure a uniform methodology; prepares the Governing Board's decision, then monitors implementation and financial performance, and, where necessary, makes recommendations for intervention to address deviations;
  3. develops methodological guidelines for the compilation of economic and financial reports and coordinates their implementation and fulfilment within the network;
  4. provides professional guidance to the organisational units of research institutions responsible for management and financial tasks;
  5. provides professional support and coordinates the development of network-level IT systems for the financial management area.
- 7) The controlling and management reporting tasks of the Management Services Directorate in relation to central organisational units
  1. monitors the implementation of the budget and business plan, and analyses financial and operational performance;
  2. operates and continuously develops the planning, resource management, reporting and controlling systems;

3. prepares regular management reports, financial and operational statements and analyses to support management decision-making;
  4. examines discrepancies between planned and actual financial data and makes recommendations for addressing them;
  5. contributes to the review and improvement of the efficiency of financial and management processes.
- 8) The Management Services Directorate's
- 9) and management reporting tasks in relation to the HUN-REN Network
1. manages network-level planning, forecasting, reporting and performance monitoring processes, and operates the management reporting and KPI system.
  2. compiles and analyses performance, statistical and cost indicators, examines resource utilisation and plan-actual variances, and develops recommendations for action;
  3. establishes the network-level data reporting system for research institutions, ensures the flow of data between research institutions and the Directorate of Financial Services, and is responsible for the consistency and quality of network-level financial, operational and human resources data.
- 10) Procurement and public procurement tasks of the Directorate of Financial Services in relation to central organisational units:
1. it draws up the procurement and public procurement strategy and prepares the annual public procurement plan;
  2. assists organisational units in defining their procurement needs and preparing the documentation for procedures;
  3. prepares, coordinates and conducts procurement and public procurement procedures in compliance with relevant legislation and internal regulations; maintains ongoing contact with external partners where required; monitors the status of the procedure on a daily basis; and initiates the necessary management decisions;
  4. ensures that procurement processes are carried out in a transparent, economical, efficient and compliant manner;
  5. maintains records relating to procurement and public procurement procedures;
  6. compiles the relevant data reports and accounts;
  7. records the development of the aggregate annual contract values for the same procurement item;
  8. assists with tenderer duties and acts as the tenderer's representative where HUN-REN acts as a tenderer.
- 11) Procurement and public procurement tasks of the Financial Services Directorate in relation to the HUN-REN Network
1. in order to ensure cost-effectiveness, continuously examines the possibility of joint procurements initiated by HUN-REN's central organisational units and research institutions, and coordinates the preparation and conduct of joint procurement procedures;
  2. develops network-level guidelines and methodologies for procurement and public procurement, and monitors their application within HUN-REN's research institutions to ensure that procurement and public procurement tasks are carried out in a coordinated manner and in accordance with uniform principles;

3. provides professional advice to research institutions on their procurement and public procurement procedures;
4. prepares regular reports on the status of ongoing public procurement procedures and the associated risks;
5. chairs the HUN-REN network procurement coordination forum for the managers and staff of research institutions responsible for procurement and public procurement.

**Section 3**  
**Directorate for Asset Management and Operations**  
(Directorate for Asset Management and Operations)

- 1) The Directorate for Asset Management and Operations supports the effective performance of HUN-REN's research and innovation tasks and ensures the responsible, value-preserving and cost-effective management of public assets.
- 2) The Directorate for Asset Management and Operations is headed by the Director of Asset Management and Operations, who works under the direct management and supervision of the Deputy Chief Executive Officer for Operations.
- 3) The Asset Management and Operations Directorate is responsible for the technical operation, maintenance and investment tasks relating to the real estate and movable assets of the central organisational units (hereinafter referred to as HUN-REN). The Director of Asset Management and Operations manages and supervises the activities of the staff of the Asset Management and Operations Directorate.
- 4) Within the HUN-REN Network, the Director of Asset Management and Operations provides professional support for the corresponding tasks of the research institutions and issues guidelines and methodological instructions. The Director of Asset Management and Operations chairs the HUN-REN network operational coordination forum for the heads of technical and operational services at the research institutions, and participates in the HUN-REN network coordination forum for financial managers.
- 5) As part of its asset management responsibilities, the Asset Management and Operations Directorate is responsible for the strategic management of real estate assets owned or used by HUN-REN and movable assets owned or used by central organisational units, in line with the principles of supporting high-quality research, the preservation and enhancement of assets, in accordance with the principles of cost-effectiveness, transparency and sustainability. Its specific tasks include:
  1. to make proposals regarding HUN-REN's asset management regulations and their revision as necessary;
  2. to make proposals regarding HUN-REN's asset management strategy;
  3. developing and proposing solutions for the accommodation of research institutions that are cost-effective from the perspective of HUN-REN's property management and best support the performance of research tasks;
  4. is responsible for compiling HUN-REN's plans for property management, administration, maintenance, sale and utilisation, for identifying opportunities for the utilisation of assets, developing revenue-generating utilisation models – in accordance with the principle of prioritising research activities – as well as organising and monitoring the implementation of decisions taken;
  5. coordinates and, where necessary, prepares investment, development and utilisation decisions relating to assets;
  6. ensures the coordination of the registration, inventory and disposal of HUN-REN's movable and immovable assets, and establishes guidelines for the valuation of assets;

7. maintains contact with organisations with national jurisdiction – in particular organisations exercising ownership rights (e.g. MNV) – and represents HUN-REN’s interests in this regard;
  8. identifies opportunities and makes recommendations regarding property management to ensure energy-efficient operation and the implementation of sustainability considerations;
  9. prepares reports on changes in the asset portfolio, the results of utilisation, and infrastructure development projects.
- 6) The Asset Management and Operations Directorate’s asset management tasks in relation to the HUN-REN Network:
1. provides professional advice to support the asset management activities of research institutions;
  2. exercises the right of prior consent regarding developments relating to the real estate assets of research institutions – in accordance with its responsibilities under the HUN-REN Civil Code – and monitors the implementation of decisions taken;
  3. as part of the annual budget planning process, consults with research institutions on matters relating to their assets, in particular their maintenance costs, return on investment and optimal utilisation opportunities;
  4. is responsible for drafting the HUN-REN Network’s asset management framework, submitting it to the IT department for approval via the Chair, and coordinating and supervising its implementation at network level.
- 7) The operational tasks of the Asset Management and Operations Directorate with regard to the central organisational units are as follows:
1. ensures the operation of the real estate, technical infrastructure and vehicle fleet managed and used by the central organisational units (here meaning HUN-REN),
  2. carries out technical, maintenance, repair, refurbishment and facility management tasks, and in this regard makes proposals for contractual relationships with external partners; –in accordance with its authorisation– is responsible for defining technical parameters, requesting quotations, for conducting negotiations and monitoring implementation;
  3. is responsible for planning and executing renovation, modernisation and investment tasks relating to the properties;
  4. supervises the activities of external service providers delivering operational services;
  5. ensures the technical conditions necessary for the safe and proper use of properties;
  6. ensures the registration and condition monitoring of properties, vehicles and technical equipment;
  7. manages the inventory of movable property and disposal, and is responsible for establishing internal rules regarding disposal;
  8. is responsible for the maintenance, replacement and procurement of movable assets;
  9. is responsible for insuring movable and immovable property;
  10. is responsible for compliance with fire safety regulations and for providing fire safety training to employees;
  11. is responsible for ensuring that movable and immovable property is maintained in accordance with statutory requirements and for ensuring compliance with health and safety regulations at the workplace;

12. is responsible for equipment-related tasks in connection with events;
  13. manages the procurement of utilities and energy services;
  14. prepares regular reports for the Deputy Chief Operating Officer and the Finance Director on the costs of property management.
- 8) The operational tasks of the Asset Management and Operations Directorate in relation to the HUN-REN Network:
1. participates in central procurement procedures relating to operations and coordinates with the operations managers of research institutions;
  2. based on data reports requested from research institutions, it keeps records of technical, maintenance, repair and refurbishment works and requirements. It prepares quarterly reports for the Deputy Chief Operating Officer and the Financial Director.

**Section 4**  
**IT Directorate**  
(IT Directorate)

- 1) The IT Directorate is headed by the IT Director, who carries out his or her duties under the direct management and supervision of the Deputy Chief Operating Officer. The President and the Chief Executive Officer may also assign direct tasks to the IT Director or involve him directly in tasks. The IT Director manages and supervises the activities of the staff of the IT Directorate.
- 2) Within the HUN-REN Network, in order to ensure a uniform standard and structure of IT services across the individual research institutions, and to establish the IT security essential for research and research security, the IT Director exercises professional management authority over the IT managers of the research institutions or staff members entrusted with IT tasks.
- 3) With regard to services relating to the IT, digital and records management tasks of the central organisational units, the IT Directorate provides the comprehensive IT and digital support necessary for their activities and operations, in particular:
  1. the operation of the IT infrastructure, perimeter security and cloud services, and the maintenance of their continuous operational security;
  2. the performance of access control, backup and recovery tasks;
  3. implementing bespoke software development requirements, including the creation, documentation, debugging and testing of source code, as well as the handover of software for operational use;
  4. handling the integration of various software products;
  5. is responsible for establishing a unified user support system and coordinates its operation;
  6. is responsible for the operation, maintenance, installation, troubleshooting, procurement and decommissioning of end-user workstations and communication devices, as well as for the operation of end-user devices and endpoint security solutions;
  7. develops and continuously improves document management rules, is responsible for comprehensive document and mail management, operates the central archive, ensures

- the registration of stamps and the transfer of documents of permanent value to the archives;
8. develops, operates and improves electronic document management systems, devises approval and signing workflows, establishes and operates electronic archiving and digital preservation processes, and manages electronic documents, registers, access rights and e-administration channels.
- 4) To ensure a consistent standard of the HUN-REN Network's IT and digital services, and to guarantee research and IT security, the IT Directorate:
1. coordinates and makes recommendations regarding the operation of research institutions' IT infrastructure, networks, data centres and cloud services;
  2. monitors, as necessary, the implementation of access control, backup and recovery tasks by research institutions;
  3. defines professional frameworks and carries out checks in relation to ad hoc software development processes not intended for research purposes;
  4. manages the central source code repository and checks the quality of the data uploaded to it;
  5. defines the software development environments and methodologies to be used;
  6. establishes and ensures, through continuous implementation, a unified user support system, as well as helpdesk, fault reporting and support processes covering the entire network;
  7. in accordance with its agreement with the research institution, operates, maintains, installs, repairs, procures and decommissions end-user workstations and communication devices, operates end-user devices and endpoint security solutions, or provides technical support for these tasks, and verifies compliance with specified requirements.
  8. in order to achieve IT coordination objectives
    - a) defines integration guidelines, directs the implementation of integration processes, and the harmonisation and consolidation of various IT systems;
    - b) coordinates the procurement of hardware and basic software, is responsible for maintaining a central register, and monitors the maintenance of registers by research institutions;
    - c) defines IT security policies and guidelines, monitors their implementation, coordinates the assurance of IT security compliance, and organises regular IT security training;
    - d) coordinates and monitors the implementation of priority IT projects and represents the institution's specific interests;
  9. develops and continuously improves HUN-REN's (digital) administration and records management strategy, oversees the uniform application of the system, provides methodological guidance and training to ensure compliance with legislation and archival requirements, and provides electronic signature and authentication tools, maintains a HUN-REN-level register of these, and establishes and monitors the rules for their use;
  10. chairs the HUN-REN network IT coordination forum (IOM Forum) for IT managers at research institutions.

## **Section 5**

### **Legal and Compliance Directorate**

(Legal Directorate)

- 1) The Legal and Compliance Directorate is headed by the Legal Director, who carries out his or her duties under the direct management and supervision of the Deputy Chief Operating Officer. The Chairman and the Chief Executive Officer may assign direct tasks to the Legal Director or involve him directly in tasks. The Legal Director manages and supervises the activities of the staff of the Legal and Compliance Directorate.
- 2) Within the HUN-REN Network, the Legal Director provides professional guidance and legal advice, as required, to staff members of research institutions entrusted with legal tasks and to external partners providing legal services, with a view to ensuring the uniform implementation and application of legislation and HUN-REN's internal regulations.
- 3) With regard to the central organisational units and the governing bodies of HUN-REN, the Legal and Compliance Directorate ensures the full range of legal support necessary for their activities and operations, in particular:
  1. it is responsible for preparing legal opinions and providing any legal advice, and where specialist legal expertise is required, it recommends the involvement of an external partner;
  2. is responsible for providing advice based on international and European law in connection with HUN-REN's activities;
  3. is responsible for the legal preparation of contracts in contractual relationships – whether with domestic or foreign partners – and for providing legal opinions on drafts prepared by other organisational units; providing legal approval, countersigning in accordance with statutory requirements, assessing contractual risks, and developing legal solutions; where necessary, participating in contract negotiation processes, negotiations, and the legal monitoring and follow-up of contract performance;
  4. develops and, where necessary, reviews the (digital) record-keeping system for contracts of central organisational units; to this end, the organisational units preparing the contracts are required to digitise the signed copy of the contract and send it to the Legal and Compliance Directorate;
  5. prepares model contracts for the most common legal relationships and ensures their continuous review and updating in accordance with legislation or organisational requirements;
  6. participates in negotiations and in the development of concepts and strategies as decided by HUN-REN's management, and ensures that legal solutions best serving the organisation's interests are developed and incorporated;
  7. represents HUN-REN in legal or other official proceedings as required, and coordinates and supports matters requiring external legal representation, maintaining ongoing contact with the law firms providing such representation;
  8. records and keeps track of litigation and non-litigation disputes, or matters requiring legal resolution, and makes recommendations to HUN-REN's management regarding necessary steps and measures to prevent disputes;
  9. initiates legal consultations with external partners as necessary and with the approval of the Chief Executive Officer;

10. ensures the organisation's compliance with legislation, monitors changes to legislation relevant to HUN-REN's activities, makes recommendations on necessary measures and the development of internal regulations, and contributes to the drafting of proposals;
  11. is responsible for the development, compliance and, where necessary, initiation of reviews of HUN-REN's internal regulatory system in accordance with legislation and decisions of the governing bodies; in particular, is responsible for the rules of procedure of the organisational and operational bodies, the rules of procedure of the bodies of , the resolutions of the Governing Body and the Supervisory Board, as well as the internal regulations issued by the Chairman and the Chief Executive Officer – in accordance with the terms of reference – from a legal perspective;
  12. is responsible for maintaining an up-to-date register of the internal regulations in force issued by HUN-REN's bodies, its Chairman and its Chief Executive Officer;
  13. in legal and compliance matters, makes recommendations – as necessary – regarding liaison and communication with authorities and other external organisations, and handles such liaison personally upon the approval or instruction of the Chief Executive Officer;
  14. develops and maintains internal policies relating to the internal whistleblowing system and requests for information in the public interest, and participates in their operation as required;
  15. is responsible for data protection tasks and, where the data protection officer is an external partner, for maintaining ongoing contact with them;
  16. is responsible for performing tasks relating to data protection and freedom of information, in particular for coordinating the legal handling of requests for data of public interest and data protection enquiries under the Info Act, for preparing responses to them, for maintaining the relevant records, and for preparing notifications and reports to be submitted to the National Authority for Data Protection and Freedom of Information.
- 4) With regard to the HUN-REN Network, i.e. the central organisational units, the governing bodies and the research institutions, and in order to ensure the legal compliance of operations and to develop uniform legal solutions in the interests of HUN-REN, the Legal and Compliance Directorate:
1. monitors changes in the legal environment affecting HUN-REN's operations, provides information thereon and makes proposals for the necessary organisational or regulatory measures;
  2. is responsible for preparing proposals in the event of a legislative requirement arising on the part of HUN-REN;
  3. is responsible for HUN-REN's review of legislation and the coordination thereof;
  4. develops model contracts to promote uniform operation within the network and to increase operational efficiency;
  5. provides written legal interpretations, legal guidance or legal opinions on matters of significance to the HUN-REN Network, particularly in relation to procedures, necessary activities or tasks applicable in all research institutions based on legislation or HUN-REN's internal regulations;
  6. provides a secondary legal opinion on matters arising at individual research institutions that are of significance to the network;

7. provides opinions on draft amendments to the organisational and operational regulations of research institutions falling within the Director-General's remit;
  8. is responsible for the central registration of the current organisational and operational regulations of research institutions, as well as for monitoring the existence of internal regulations that must be issued within research institutions;
  9. chairs the HUN-REN Network's legal coordination forum for the legal heads of research institutions or staff responsible for legal tasks;
  10. with regard to the legal support of the HUN-REN Network, the Legal Directorate cooperates professionally with the employee or representative of the research institution responsible for legal tasks.
- 5) The Legal and Compliance Directorate shall, in all cases, cooperate with the competent directorate or other organisational unit on matters requiring specialist expertise. The central organisational units and the organisational units of the research institutions are obliged to cooperate with the Legal and Compliance Directorate in order to ensure that legal solutions are developed which best serve the interests of HUN-REN and comply with statutory provisions, are easy to apply and entail the least possible administrative or other resource requirements.

## **Section 6** **Organisational Development and New Business Directorate** (New Business Directorate)

- 1) The Directorate of Organisational Development and New Business Areas is headed by the Director of Organisational Development, who carries out his or her duties under the direct management and supervision of the Deputy Chief Operating Officer. The Director of Organisational Development may be assigned direct tasks by the Chairman and the Chief Executive Officer, or may be directly involved in tasks by them. The Director of Organisational Development manages and supervises the activities of the staff of the Organisational Development and New Business Directorate.
- 2) In matters of organisational development affecting the entire HUN-REN Network, the Director of Organisational Development – acting on behalf of the Chief Executive Officer or the Deputy Chief Executive Officer for Operations – coordinates and provides professional guidance to the managers and designated staff members of the research institutions responsible for the relevant organisational development processes, and chairs the relevant coordination forums.
- 3) The tasks of the Directorate for Organisational Development and New Business Areas, with particular regard to the central organisational units and the HUN-REN Network, are:
  1. contributes to the development of the organisational functioning of the central organisational units and the HUN-REN Network, as well as to improving the efficiency of operational processes;
  2. continuously examines organisational and operational models applicable in line with HUN-REN's objectives and mission, analyses domestic and international practices, and supports the comparison of research network operational models through benchmarking

- analyses, and makes recommendations for their integration into HUN-REN's operations and organisation;
3. monitors domestic and international trends relating to the organisational functioning of the research, innovation and technology ecosystem, and prepares analyses and background materials for HUN-REN's management regarding organisational development and new business opportunities, in order to inform strategic decisions;
  4. in line with management remit, makes proposals to central organisational units or regarding the concept of organisational management systems pertaining to the HUN-REN Network, their introduction and development, as well as the formulation, reinforcement or modification of uniform operating principles, application practices and rules;
  5. participates, in accordance with the needs of the relevant specialist areas, in the review of HUN-REN's operational efficiency, organisational structure and activities; prepares network-level operational and cooperation analyses; and makes recommendations on measures to optimise operations and strengthen network cooperation;
  6. coordinates the responsibilities for internal control within the central organisational units and the HUN-REN Network. With regard to the central organisational units, it develops internal regulations and operates the entire internal control system in collaboration with the Legal and Compliance Directorate. In cooperation with process owners, compiles process descriptions and related audit trails, and monitors their implementation. It assists in the management of incidents that breach organisational integrity, taking into account the provisions of the Code of Ethics. It operates the monitoring system, whilst providing professional advice and methodology to research institutions to support the development and operation of internal controls, thereby contributing to the transparency, efficiency and effectiveness of the organisation's operations;
  7. is responsible for the operation of the integrated risk management system within the central organisational units and in connection with the exercise of ownership rights over HUN-REN companies, whilst supporting it in research institutions through professional advice and methodology and monitoring its implementation, thereby promoting the transparency, efficiency and effectiveness of research institutions and reducing the administrative burden;
  8. by the end of February each year, submits an annual report to the Chief Executive Officer on the operation of HUN-REN's internal control system, as well as a summary report on the HUN-REN Network based on the report on the operation of the internal control systems of the research institutions;
  9. in its coordination role with regard to external audit bodies, it carries out record-keeping tasks relating to the audit findings of external audit bodies and – based on information provided by the organisational units concerned by the audit – monitors the implementation of action plans drawn up on the basis of the recommendations of external audits;
  10. acting as a project office – in accordance with the terms of reference issued by the Governing Board, the Chair or the Chief Executive Officer – prepares, develops and coordinates organisational development and management projects affecting multiple central organisational units or relating to specific areas of the HUN-REN Network's operations, contributes to their implementation, ensures the monitoring of implementation and the associated reporting tasks, and, as decided, undertakes full

- project management, as well as making recommendations for any corrective or supplementary management decisions;
11. as a project office – based on the decision of the Governing Board and the tasks assigned by the Chair and the Chief Executive Officer – participates in the preparation and implementation of any restructuring of the network and research institutions, as well as in the performance of the related analytical, coordination and project management tasks;
  12. facilitates the establishment of joint corporate-research institute laboratories;
  13. identifies strategic cooperation and new business development opportunities related to HUN-REN's activities, particularly in the area of cooperation with industrial, innovation and economic stakeholders; prepares proposals for HUN-REN's management regarding strategic partnerships and new collaborations; coordinates the related management consultations; and records and monitors the cooperation agreements concluded;
  14. monitors and maps the innovation and business ecosystem associated with HUN-REN's research institutions – particularly spin-offs and start-ups – and supports management decision-making with analyses of these;
  15. ensures the professional preparation of the ownership rights exercised by the CEO in relation to companies owned by HUN-REN, the submission of proposals regarding ownership decisions to management for decision-making, and monitors the implementation of decisions taken within the scope of ownership rights;
  16. assists in identifying investment and financing opportunities related to HUN-REN's activities, in particular in preparing for the involvement of venture capital, seed capital or other investment structures, and supports the preparation and implementation of related decisions;
  17. prepares draft proposals on organisational and business development for HUN-REN's management and supervisory bodies – in particular the Governing Board and the Supervisory Board.

### **Appendices to the HUN-REN Rules of Procedure**

Appendix No. 1 to the HUN-REN Rules of Procedure: Organisational chart of the entire organisational structure of the HUN-REN Hungarian Research Network, and organisational chart of the units of the central organisation

Appendix No. 2 to the HUN-REN Rules of Procedure: Procedure for the delegation of certain employer's rights of the Chief Executive of the HUN-REN Hungarian Research Network

Budapest, 25 March 2026