

**Regulations for awarding research bonuses for outstanding research achievements of employees of
Poznan University of Technology in 2026**

§ 1

1. Outstanding research achievements of employees of Poznan University of Technology, hereinafter referred to as "the University", achieved in 2026 shall be recognised through the payment of research bonuses, hereinafter referred to as "bonuses".
2. A University employee may be awarded a bonus for:
 - 1) research publications;
 - 2) the grant of intellectual property protection rights to Poznan University of Technology;
 - 3) the award of a project involving scientific research or development work, funded through a competitive funding procedure, as referred to in the Regulation of the Minister of Science and Higher Education of 22 February 2019 on the Evaluation of the Quality of Scientific Activity (Journal of Laws, item 392, as amended).
3. Bonuses shall be awarded exclusively to University employees conducting scientific activity in a discipline subject to the evaluation of the quality of scientific activity referred to in Article 343(7) of the Act of 20 July 2018 – Law on Higher Education and Science (hereinafter referred to as "the Act"), who have submitted the declaration referred to in Article 265(5) of the Act, valid both on the date on which the research achievement was obtained and on the date on which the bonus is awarded.
4. The bonuses shall be financed from the research subsidy funds referred to in § 2(7)(2) of the *Rules for the distribution, expenditure and settlement of subsidies for the maintenance and development of research potential at Poznan University of Technology*, constituting the Attachment to Ordinance No. 42 of the Rector of Poznan University of Technology of 16 December 2024.
5. Bonuses shall be paid until the funds allocated for this purpose within the research subsidy of the relevant faculty have been exhausted, taking into account the date of publication of the research publication in its final version, the date on which the intellectual property protection right was granted, or the date on which the project was awarded, subject to § 3(5).
6. Where the funds allocated for the payment of bonuses are exhausted, the Dean may, in particular, apply to the Rector for the transfer of funds from the reserve established within the research subsidy for this purpose or allocate, for the payment of bonuses, profits generated from projects carried out as part of service activities in 2026. The allocation of the reserve or profits referred to in the preceding sentence for the payment of research bonuses shall require an amendment to the consolidated financial plan for the research subsidy funds.
7. Where the funds allocated in accordance with points 4 and 6, provided that they amount to at least 10% of the research subsidy allocated to the faculty, are insufficient to cover the payment of bonuses for the achievements specified in rows 1–4 and 7–9 of Table 1 in the Attachment to these Regulations, such bonuses shall be financed from the University's central budget.
8. An employee conducting scientific activity who does not meet the criterion set out in § 1(3) may be awarded a one-off bonus upon submission of an appropriate application to the Dean no later than the last day of each quarter. The amount of the bonus shall be calculated in accordance with § 2.

§ 2

1. The amount of the bonus awarded for a publication shall depend on:
 - a) the number of points and the ranking of the conference track assigned to conference proceedings in the list of scientific journals in force on the last day of the relevant quarter, as published in the official communication of the minister responsible for science;

- b) the percentile values according to the Scopus database (Rank by CiteScore) and the Journal Citation Reports (Rank by Journal Impact Factor or Rank by Journal Citation Indicator) in force on the last day of the relevant quarter, in the case of a journal article.
2. The bonus rates for publications and intellectual property protection rights, as well as the bonus awarded for the grant of a project, subject to point 3, are set out in Table 1 of the Appendix to these Regulations. The percentile value referred to in Table 1 shall be understood as the highest value determined according to the Scopus database (Rank by CiteScore – RCS) and the Journal Citation Reports (Rank by Journal Impact Factor – RJIF or Rank by Journal Citation Indicator – RJCI). The applicable bonus rate shall be determined on the basis of the more favourable percentile value, namely the lower of RCS and RJIF or the lower of RCS and RJCI ($\min(\text{RCS}, \text{RJIF})$ or $\min(\text{RCS}, \text{RJCI})$).
 3. The maximum total value of bonuses awarded to a single employee in 2026 shall be four times the minimum basic salary of a professor.
 4. In the case of a single-author achievement, the employee shall be entitled to the full bonus.
 5. In the case of a multi-author achievement, the bonus shall be divided by the total number of authors.

§ 3

1. Subject to point 5, research bonuses shall be paid once per quarter, by the end of the month following the quarter to which they relate.
2. By the 15th day of the month following the end of each quarter, the Deans shall prepare lists of bonuses for publications, intellectual property protection rights and awarded projects for the preceding quarter. The template for the lists is set out in Tables 2–5 of the Attachment to these Regulations. The bonus lists shall include all employees of Poznan University of Technology referred to in § 1(3), provided that, in the case of publications and intellectual property protection rights, the achievement has been entered into the Poznan University of Technology Scientific Information System and assigned therein to the relevant scientific discipline.
3. **Employees conducting research activity at an institution other than Poznan University of Technology in addition to their employment at the University may be included in the list referred to in point 2 only after submitting the declaration referred to in Article 265(13) of the Act, using the template set out in the Human Resources Policy of Poznan University of Technology** (Attachment No. 10 – Declaration authorising an institution to report research achievements), introduced by Ordinance No. 66 of the Rector of Poznan University of Technology of 20 November 2020 (RO/XI/66/2020)).
4. The bonus lists shall be subject to approval by the Vice-Rector for Research. The final decision on the amount of the bonus shall be made by the Rector.
5. Bonuses for publications specified in rows 5 and 6 of Table 1 shall be included in the bonus lists for the fourth quarter, provided that the faculty has unspent funds available for the payment of research bonuses. Priority in the award of bonuses shall be given to the publications specified in row 5 of Table 1, beginning with those having the highest percentile value. The provisions of § 1(5)–(7) shall apply accordingly.
6. The provisions of points 1–5 shall apply accordingly to the applications referred to in § 1(8).

1. Outstanding research achievements and corresponding bonus rates

No.	Achievement	Base bonus amount* (PLN)
1.	Publication, in its final form, of a scholarly monograph awarded a total score of 200 or 300 points	12,000.00
2.	Publication of a research article in a journal assigned a percentile value of at least 98	15,000.00
3.	Publication of a research article in the form of: - proceedings paper in the main conference track awarded a total score of 200 points; or - journal article assigned a percentile value of at least 95 and below 98	12,000.00**
4.	Publication of a research article in the form of: - proceedings paper in the main conference track awarded a total score of 140 points; or - journal article assigned a percentile value of at least 90 and below 95	6,000.00**
5.	Publication of a research article in a journal assigned a percentile value of at least 75 and below 90	3,000.00
6.	Publication of a research article outside the main conference track in conference proceedings classified as CORE A* or CORE A	2,000.00
7.	Grant of a European intellectual property protection right or an intellectual property protection right granted abroad in at least one member state of the Organisation for Economic Co-operation and Development (OECD) to Poznan University of Technology, provided that the application has also been filed with the Patent Office of the Republic of Poland and the Intellectual Property Centre of Poznan University of Technology	6,000.00
8.	Grant of an intellectual property protection right to Poznan University of Technology by the Patent Office of the Republic of Poland	3,000.00
9.	Award of a project involving scientific research or development work, funded through a competitive funding procedure, as referred to in the Regulation of the Minister of Science and Higher Education of 22 February 2019 on the Evaluation of the Quality of Scientific Activity (Journal of Laws, item 392, as amended)	2,500.00*** for every PLN 500,000.00 awarded to Poznan University of Technology

* In the case of a multi-author achievement where at least one co-author has a foreign affiliation (provided that the co-author is not simultaneously employed by Poznan University of Technology), the base bonus amount shall be increased by 50%

** For conference proceedings, the bonus amount shall be equal to the product of the base bonus amount specified in the table and a multiplier of 1.0 for the CORE A* category or 0.5 for the CORE A category.

*** For projects funded by Polish institutions (e.g. NCN, NCBR, FNP or ABM) and implemented in a consortium with a foreign partner, the base bonus amount shall be increased by 25%. For projects funded by foreign institutions (e.g. ERC, the European Commission

under Horizon Europe, or the Norway Grants), the base bonus amount shall be increased by 50%. The maximum bonus payable for the award of a project shall not exceed PLN 30,000. The Dean, in consultation with the Project Leader, shall determine the allocation of the bonus among the employees responsible for preparing the project application.

2. Publications:

SIN identifier	Title	Authors	Published in (source)	Year	Ministry score	Percentile value / CORE category	Publication type	SIN publication link	Last updated

3. Intellectual property protection rights:

SIN identifier	Title	Authors	Date granted	SIN publication link	Last updated

4. Projects:

Title	Authors	Date granted	Funding institution	Funding Awarded to PUT (PLN)

5. Bonus summary:

No.	Author	Bonus under Table 2	Bonus under Table 3	Bonus under Table 4	Research bonus (PLN)
TOTAL					

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Dean's stamp and signature