Institute of Organic Chemistry and Biochemistry, ASCR, v.v.i.

**Director's Order** 

Re: Training of Occasional Drivers

In compliance with the valid legal norms, trainings for occasional drivers will take

place in the Large Auditorium of the IOCB ASCR, v.v.i. ('old building', 1st Floor) on 22nd

May and 5th June 2012.

The training is always from 9:00 AM to 12:00 noon. It is compulsory for all employees of the

IOCB AS CR, v.v.i. who use or plan to use a private (their own) vehicle for the needs of the

organisation (so-called travel orders). Participants in the training will bring their valid driver's

licence and identification (e.g. ID card or passport).

I warn all potential applicants for permission to use their own vehicle for domestic as

well as foreign trips for work purposes of the IOCB ASCR, v.v.i. that as of 6 June 2012 the

permission will be given namely only to those of our employees who have demonstrably

fulfilled the conditions of the 'training for occasional drivers'.

To this end, I have charged the TAS IOCB ASCR, v.v.i. with ensuring the

implementation of this measure.

In Prague on 24 April 2012

RNDr. Zdeněk Havlas, DrSc.

Director

5/2012