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

**Director's Order** 9/2012

## The Distribution of Material for Immediate Use for Building "C"

During the limited operability of the complex and complicated accessibility of the storage areas for Buildings "C" and "D", chemical supplies and other operating supplies intended for immediate consumption will be distributed by the storekeepers all at once on agreed days in Building "C", Room C.01.01. The preparation of a temporary distribution place will be ensured by Bc. Karel Šobíšek as currently needed.

The trial operation is assumed to begin after September 1, 2012.

Regular information on the supplies and time of the transport to Building "C" will be provided to the users by the storage manager Ing. Zdeněk Hrubý via the agreed joint email address budovaCsklad@uochb.cas.cz. Since all the participants' time needs to be employed rationally, a regular distribution time period will be specified after the first experience from the real operation.

In order to ensure the continuity and legislative purity of the related administrative and financial processes, it is necessary to modify the respective software and train the service staff. This area will be ensured by the manager of the economic unit.

During the transport of the chemicals by car to the temporary distribution place, it is necessary to observe all the current legislation concerning the transport of dangerous substances:

- Act No. 111/1994 (Act on Road Transport) as subsequently amended,
- European agreement on the international carriage of dangerous goods by road (ADR) published as the Notification of the Ministry of Foreign Affairs No. 17/2011 of the Collection of International Treaties,

mainly to fill in bills of lading and should the need arise to label the means of transport "ADR". The observance will be monitored by the transport manager Václav Mžourek.

Requests for the transport of chemicals outside the complex may in this case be made only by an authorized storage worker or his/her deputy.

The distribution place for solvents and below-mentioned substances will continue to be the storage of Building "A". The substances include:

- explosive substances and objects including desensitized ones,
- toxic gases,
- highly toxic substances (packing group I),
- infectious substances dangerous for humans and animals,
- radioactive substances.

The mentioned substances are considered potentially abusable during terrorist attacks and their transport is regulated by special provisions, whose observation would unduly burden both the storage and transport workers and the recipients of these substances.

Prague, August 30, 2012