



RE: Decision on Organizational Change – Closure of the “Pilot Operation” Service Workplace and Establishment of the “Waste Management” Service Workplace

Considering the reorganization of pilot-operation activities, I cancel the “Pilot Operation” service workplace – 991/99 – as of December 31, 2011.

From January 1, 2012, I establish the “Waste Management” Service Workplace – 8229 – as whose leader I appoint Mr. Petr Šimek, CSc.

This workplace will be responsible for complex waste management in all of the business premises of the institute, particularly:

- a) assurance of the collection and elimination of all wastes including assurance of the relevant authorized companies and preparation of the wastes to be removed for the disposal of the wastes to be conducted in accordance with the valid legislation, particularly Act No. 185/2001 on Wastes as subsequently amended and the European Agreement on International Carriage of Dangerous Goods by Road (the ADR) as subsequently amended, including the preparation of all documentation necessary for the transportation and elimination of wastes.
- b) categorization of wastes according to the Catalogue of Wastes
- c) maintenance of ongoing registration of wastes according to Act 185/2001 on Wastes as subsequently amended
- d) contact with the bodies of public administration, distribution of the legal statements (e.g. Registration Pages of Dangerous Wastes, Annual Announcement of Waste Production, Annual Announcement in the Integrated Register of Pollution)
- e) treatment of the documentation associated with hazardous waste production (e.g. Registration Pages of Dangerous Wastes, Identification Pages of Dangerous Wastes, Basic Descriptions of Wastes, Waste Management Plan), further the acquisition of the appropriate permits connected with hazardous-waste production and supervision that wastes for which a permit has not been issued are not produced
- f) observation of the changes in waste legislation, their transfer into the activity of the institute.

On the basis of the certificate of specialized qualification of the safety consultant for the transportation of dangerous goods by highway, issued by the Ministry of Transport, I designate P. Šimek, CSc according to Point 1.8.3. of the ADR as the safety consultant of the IOCB for the transportation of dangerous goods.

In connection with the establishment of a workplace for waste management, I order that:

- a) every activity with which the creation of wastes is anticipated and is assured by an outside company (e.g. cleaning of light fluids, change of the cartridges in equipment for precleaning waste waters etc.) be announced in advance to the section for waste management.
- b) every transportation of dangerous substances assured by the institute (regardless of whether it is a transport from or to the institute) and every transport of dangerous substances assured by an outside company, if these substances are transported from the institute or from one of its business premises, be announced in advance to the security consultant for the transportation of dangerous wastes.

In connection with the above-mentioned organizational change, the employees of the "Pilot Operation" service workplace will be transferred in this way:

1. P. Šimek, L. Rynda, V. Strnad to the "Waste Management" service team.
2. J.Günter to the junior scientific team of Dr. Janeba.

Considering the organizational changes, Mr. Jiří Erbs, has become surplus; employment with him will be terminated according to Article 52, Letter c) of the Labor Code.

Prague, October 3, 2011

RNDr. Zdeněk Havlas, DrSc.
Director