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

Director's Order 08/2010

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 17th

May and 27th May 2010.

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 1st June 2010 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 15th April 2010

RNDr. Zdeněk Havlas, DrSc.

Director