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**Director's Decree V2024-01**

18 January 2024

**Periodic training on occupational safety and health & fire protection  
for employees**

In accordance with the applicable regulations and the requirements of the higher authorities, I hereby require to conduct regular occupational safety and fire protection training for employees by 24 February 2024. The training is mandatory for all employees of the Institute who have not been verifiably trained in 2023 within the scope of the attached curriculum.

Heads of departments and Group Leaders will arrange (in person or through designated staff) for subordinate staff to be trained via e-learning at <https://pa.rentel.cz/regitrace/uochb/index>. Enter the password "Reg+UOCHB" and click "login". Select the course and language and proceed to registration. An entry in the training record book is not required, but all those who complete the course will print out a certificate and hand it in to their supervisor. **Heads of Departments and Groups Leaders will hand in their own certificate at the Director's Office.**

They will also arrange for training of long-term absent staff within one week of returning to work.

Thank you for your cooperation.



Prof. RNDr. Jan Konvalinka, PhD.  
Institute Director