



Faculty
of Science

**INTERNAL PROVISION OF DEAN OF THE FACULTY OF
SCIENCE**

A-14/8-No5

**AMENDMENT NO. 5 TO DEAN'S
DECISION A-14/8/RD - GRANTING
ALLOWANCES, GIFTS, AND
RETURNABLE LOANS FROM SOCIAL
FUND OF THE FACULTY OF SCIENCE,
PALACKÝ UNIVERSITY OLOMOUC**

Content: Amendment no. 5 to Dean's Decision A-14/8/RD – Granting allowances, gifts, and returnable loans from Social fund of the Faculty of Science, Palacký University Olomouc.

Drafted by: Head of HR and Payroll Department PrF UP

Force: as of 22. 7. 2019

Effect: as of 1. 8. 2019

**THIS TRANSLATION IS OF INFORMATIVE FUNCTION, THE WORDING IS NOT OFFICIAL.
CZECH LANGUAGE PREVAILS IN THE CASE OF ANY DISPUTES.**

Amendment no. 5
to Dean's Decision A-14/8/RD – Granting allowances,
gifts, and returnable loans from Social fund
of the Faculty of Science, Palacký University Olomouc

I. Subject matter of the amendment

By this amendment the wording of the Dean's decision has been alternated in the following paragraphs:

1. Article 1 „Types of allowances and rules for their granting“, paragraph 5 is hereby amended as follows:
 - a) Employees are provided a meal allowance for boarding in UP canteens or by providing meal vouchers. The employee chooses either one of these two options or a combination of both.
 - b) Catering in the canteen of UP and the employer's contribution tied to it are charged to the employee's wages on the basis of the documents of the UP and Dormitories Administration, which hands over data on the number of lunches taken by individual boarders from the faculty staff. Data is automatically transferred to the wage accounting period for the month when the canteen lunches were taken. The amount of the employer's contribution to meals in the UP canteen is determined separately.
 - c) Meal vouchers allowance is charged in the wage period of the month when the meal vouchers are ready for collection at the employee's workplace. The system of ordering and assignment of meal vouchers is set with regard to the maximum facilitation of the whole process. The employee will indicate whether or not he or she is interested in taking meal vouchers over the long term. This fact is marked by the secretary of the workplace into the system.

If there is evidence of interest in taking meal vouchers, the employee will receive them in the number calculated according to their attendance for the past month, reduced by the number of lunches taken in the canteen of UP. Meal vouchers are provided by the employer and taken over by the employee only in the full number of pieces to which they are entitled. The amount of the employer's contribution to meal vouchers paid from the operation of individual workplaces is 55% of the nominal value of the food voucher, which is 85, - CZK / piece.
 - d) In the case of termination of employment, the employee is entitled only to the allowance for meals in the canteen of UP in the last month of employment. The employee will not be given the option of choosing meal vouchers for the last month of employment due to the impossibility of accounting settlement.
2. Article 1 „Types of allowances and rules for their granting“, paragraph 5 is hereby amended as follows:

The current par. 5 has been transformed into par. 5 letter e), the wording remains unchanged.

II. Final provisions

1. Other provisions of Dean´s decision on Granting allowances, gifts, and returnable loans from Social fund of the Faculty of Science, Palacký University Olomouc are not subject to change.
2. This decision was negotiated based on the proposal of members of Dean´s Collegium with the Committee of Basic organization 1582 of higher education´s trade union at PrF UP. It was approved on 18. 7 .2019.
3. This decision enters into force and effect on 1. 9 .2019.

In Olomouc on 22. 7. 2019

doc. RNDr. Martin Kubala, Ph.D.
Dean of the Faculty