

## Permission for the stay at the premises of A35 UCB building outside the ordinary working hours

Full name: .....  
Work position: .....  
Student's study programme: ..... **DSP/MSP/BSP** .....  
Institution – workplace: ..... **71..... CEITEC MU, Research Group**.....

**I ask for a permission to stay at the workplace outside the ordinary working hours** which are specified in the Operating Instructions of UCB (Provozní řád UKB), **from 6 a.m. to 9 p.m. Monday to Friday.**

Permission for the stay in the period of (week days, Saturday, Sunday, bank holiday)

from .....to .....

Purpose of the application:

I hereby agree that I will report my presence at the workplace to the Central Security Point (Pult centrální ochrany), **extension 4450 or 2929**, each time I **enter** or leave the building outside the ordinary working hours. I will provide my full name, the number of the building, or (if relevant) number of the room and telephone number at the workplace.

**While staying** at the workplace, I will follow all the rules and instructions regarding the occupational health and safety, fire protection and energy saving. **On leaving** the premises, I will inform the Central Security Point, turn off the lights, close the windows and close the door of the building. If I am the last one to leave the premises of the research group, I will put an electronic security system into operation.

Date..... Employee's (Student's) signature .....

**In case of a student**, the responsible supervising person is: .....

Supervisor's signature .....

**Approval of the Supervisor (Group Leader/Head of Research Centre):** .....

Date ..... Supervisor's signature .....

The Director of the Institution bears full responsibility for the permit for the stay at the premises of the A35 building.

**I grant the permit – I do not grant the permit**

Date ..... Signature of the Director of the institution.....