CONFIRMATION OF TAKING OVER ENTRUSTED PROPERTY

according to Article 255 (1) Act no. 262/2006 Coll.,of the Labour Code as amended

Name and Surname:

Permanent residence:

Date of birth:

(hereinafter as „employee“)

1. The employee is in an employment-law relationship with the employer based on employment contract from xx.xx.xxxx at the position of xxxxxxxxxxx at department of xxxxxxxxxxxxx. During his/her work the employee is using objects tied with liability for their loss.
2. Based on this confirmation, the employee takes liability for loss of ........................................ *uvést svěřené nástroje, ochranné pracovní prostředky nebo jiné obdobné předměty, jejichž cena nepřevyšuje 50 000 Kč),* inventory number (hereinafter “entrusted property”) which he reaffirms by his/her signature below.
3. The employee is aware of the fact that in the case of losing the entrusted property, he is responsible for the damage caused to the employer and its compensating in full, unless it is proven that the loss of entrusted property was not his/her fault.
4. The employer ensures that the employee may store the entrusted property in a lockable …………. in …………., and that the employee is the sole owner of the key to this lock.

*Varianta v případě užívání svěřených věcí mimo pracoviště (např. notebook, mobil):* The employer agrees to create working conditions allowing him/her to execute his/her job properly. The employee explicitly agrees to keeping the entrusted property with him/her outside of work and working hours, and protects this property against loss at this time as well. In this case the employee does not require the lockable storage and is aware that he/she is responsible for entrusted property at all times when it is in his/her possession.

1. This confirmation has been made out in three executions, whereas the employer receives two (the head of the respective department and the HR department) and the employee one hardcopy.

In Olomouc, on ……………

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