

**Dean's measure No. 20/2023  
To Provide Training of Students for Field Teaching and Physical Education Teaching**

**Article 1**

**Introductory Provision**

This dean's measure is issued in order to ensure compliance with the rules of occupational safety, health and property protection, fire protection and the prevention of damage during field teaching and during the physical education teaching (e.g. field trips, exercises, fieldwork, physical education courses, sports events and other educational activities; hereinafter the “*teaching*”), organized by Charles University, Faculty of Science (hereinafter the “*faculty*”).

**Article 2**

**Subject-Matter of the Measure**

1. The head of the department or the director of the institute that organizes the teaching shall designate the person responsible for the teaching (hereinafter the “*head of the course*”) and their representative.
2. Before the start of the teaching, the head of the course is obliged to conduct training for the participating students in terms of “Instructions on the responsibilities of students in terms of compliance with the rules of occupational safety, health protection, fire protection and prevention of damage during teaching or field work and during physical education teaching” specified in the Annex No. 1 of this Measure.
3. All students participating in the teaching must be introduced to this Instruction at the latest at the beginning of the teaching. They shall confirm this fact with their signature in the “Record of training of student obligations during the field teaching and activities, physical education teaching and physical education courses”, the model of which forms Annex No. 2 of this Measure. The head of the course is obliged to hand over the completed registration to the head of the department or the director of the institute. The record is kept for at least 2 academic years.
4. In cases where the co-organizer of the teaching or field work is a student of the faculty (unless they are also an employee of the faculty) or an external intern, this person must enter into a mandate contract with the faculty, which defines the duties of the co-organizer towards the participants of the teaching and the faculty. The model of the mandate contract forms Annex No. 3 of this Measure.

**Article 3**

**Final Provisions**

1. This Provision becomes valid and effective upon its publication.
2. This Provision repeals the Dean's measure No. 08/2011 as amended by its Appendix No. 1.
3. Persons responsible for the implementation of this measure and the control of its compliance are heads of departments and directors of institutes.

In Prague on 7. December 2023

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prof. RNDr. Jiří Zima, CSc.  
Dean of the Faculty