**MANDATE AGREEMENT**

**ON PROVIDED SUPERVISION OF THE DOCTORAL STUDENT**

**Charles University, Faculty of Science**

Residing at: Albertov 2038/6, 128 00 Praha 2

Reg. No.: 00216208, VAT No.: CZ00216208

Represented by: prof. RNDr. Jiří Zima, CSc., dean of the Faculty of Science

Contact person: …

(Hereinafter the „**Faculty**“)

**Name, surname: …**

Date of birth: …

Contact address: …

(Hereinafter the „**Supervisor**“)

The contracting parties hereby declare that in the period from … to … the Supervisor performed work for the Faculty consisting in the training of a doctoral student …, born on … (hereinafter the „**Student**“). The doctoral student has successfully completed his programme of study on ….

Pursuant to the provisions of Article 2, paragraph 1 of the Rector's Measure No. 36/2021 " *Determining the fee for supervisors of students after their completion of the doctoral programme of study*" the supervisors of students who have completed their studies in the standard period of study increased by one year are entitled to a **remuneration in the amount of CZK 50,000**.

The Faculty hereby points out to the Supervisor that as they are a foreign taxpayer, the Faculty is obliged to deduct 15 per cent income tax from the remuneration.

The remuneration shall be paid in a cashless manner to the account >> fill in the account number, for payments abroad also the IBAN, SWIFT CODE, name and address of the bank <<. The remuneration is payable within 30 days of concluding this agreement.

The Supervisor undertakes to maintain confidentiality regarding all confidential information that relates to the Faculty, the doctoral student or that is in any way related to them. In particular, the Supervisor is obliged to ensure the secrecy of confidential information, to not disclose confidential information to any third parties, to not use confidential information for their own purposes or for the purposes of third parties and to ensure that confidential information is not disclosed or otherwise made available to third parties.

Both the Supervisor and the Faculty hereby undertake to protect the good name of the other contracting party.

This agreement is concluded in electronic form. The Supervisor will sign this agreement with their simple electronic signature[[1]](#footnote-1). The agreement will then be signed by the dean of the Faculty via the qualified electronic signature.

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| In ………….… on …………… | In Prague on …………… |
| …………………………, the supervisor | ……………………………… prof. RNDr. Jiří Zima, CSc., dean of the Faculty |

1. Insert your signature preferably as an image of the scanned signature or using the keyboard. Please do not send a scan of the signed document, as that would be considered a copy of a document - not a signed document itself. [↑](#footnote-ref-1)