

THE COLLECTION OF DECISIONS AND ORDINANCES
OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

No.: R 342

Date: 8 December 2016

Rector's Ordinance
on Concluding Contracts of Cooperation with Foreign Entities

Following deliberation and approval of a proposal for a uniform process when entering into cooperation agreements with foreign entities at the University of South Bohemia in České Budějovice, I am issuing the following Ordinance.

1. A contract with a foreign entity entered at the level of the University of South Bohemia:
 - a) The Department of Foreign Relations at the USB Rectorate is responsible for the correctness of the content and formal aspects of the English text of the contract that both foreign entities will be using. If a bilingual contract is entered into, the Department of Foreign Relations guarantees that the translation of the contract into a foreign language is consistent with the Czech version.
 - b) The Department of Foreign Relations of the USB Rectorate submits the contract to the USB Rector for signing or organizes joint contract signing by authorized representatives of both parties.
 - c) Immediately after the conclusion of the contract, the Department of Foreign Relations will provide one original of the contract to the Rectorate's workplace which is in charge of contract registration in the iFIS Contract Register and the publication of contracts pursuant to Act No. 340/2015 Coll., on Specific Conditions of Effectiveness of Certain Contracts, Publication of Such Contracts and on the Contract Register (the Act on the Contract Register).

2. A contract entered into with a foreign entity at the level of USB faculties pursuant to Section 24 of Act No. 111/1998 Coll., on Higher Education Institutions and Amending and Supplementing Other Acts, as amended:
 - a) Following Section 24 (2) c) of Act No. 111/1998 Coll. and in accordance with Art. 15 c) of the USB Statute, the Deans of the faculties are entitled to decide or act with respect of foreign relations and activities.

- b) When entering into contracts with foreign entities, the Deans of the faculties are fully responsible for the correctness of the content and formal aspects of contracts, including any financial obligations arising from such contract. Each faculty guarantees the correctness of the English text of the contract and if a contract is bilingual, it guarantees that the translation of the contract into a given language is consistent with the Czech text of the contract.
 - c) In order to ensure uniform registration of contracts at the University of South Bohemia in České Budějovice, the faculties must deliver copies of contracts concluded with foreign entities to the Department of Foreign Relations at the USB Rectorate and make sure that contracts are registered in the iFIS Contract Register. For contracts that must be registered pursuant to Act No. 340/2015 Coll., on Contract Register, the faculties will make sure that contracts are published in line with this Act.
3. This measure applies to cooperation contracts in the fields of science and education, memoranda of understanding, partnership agreements, and academic exchanges with foreign bodies. This ordinance repeals Rector's Ordinance No. R 203 of 21 May 2012.

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Rector

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Distribution list: Deans of the USB faculties