Jihočeská univerzita
v Českých Budějovicích
University of South Bohemia
in České Budějovice

PID: JUCBX00Q4LE6
No. USB/2025/013404

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

Number R 595 Date 27 May 2025

OVERVIEW
of potential security risks identified and occupational safety and health at the University of South Bohemia in České Budějovice

According to the requirement of Act No 262/2006, Set of basic risks

Introduction

According to Act No 262/2006, Labour Code, Sections 101 and 102, the employer is obliged to assess the risks of possible danger to life and health. In accordance with the aforementioned Act, the University of South Bohemia in České Budějovice (hereinafter referred to as USB) evaluated the risks of possible threats to the life and health of employees, identified their causes and sources and determined measures to eliminate or minimise their effects.

The set of basic risks serves as a basis for checking the basic technical and organisational requirements for OSH while indicating the persons responsible for their implementation. On the basis of this, the faculties and constituent parts of USB will evaluate the risks occurring at their facilities, indicating measures to eliminate them or to minimise their effects.

The set of basic risks is the basis for the incorporation of the Guidelines (Ordinances) for the allocation of personal protective equipment for individual professions at the faculties and constituent parts of USB.

The set of basic risks is an open document that will be updated with further identified risks.

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1. BASIC RULES OF OSH	RISK ASSESSMENT	REQUIREMENT OF SAFETY REGULATION OR RISK ELIMINATION MEASURE	REGULATION
1st Rule		**Always use prescribed PPE!!!!**	
2nd Rule		**Each person shall take care to the best of his or her ability for his or her own safety and the safety and health of others**	https://www.zakonyprolidi.cz/cs/2006-262#p1 0 6
3rd Rule	**Who is responsible, and how is OSH and OSH checked?**	**Annual OSH inspection, OSH officer, building managers, senior staff, all staff and students**	
Risk rating scale	**1 – Insignificant, negligible risk**	No special precautions are required. However, this is not 100% safety, so it is necessary to point out the existing risk and indicate, for example, what organisational and educational measures need to be implemented.	

	2 – Acceptable risk	Risk acceptable with the approval of the Rectorate (Dean's Office). The cost of any solutions or improvements must be considered, and at least appropriate and proportionate organisational measures must be put in place if technical security measures to reduce the risk cannot be implemented. In most cases, operator training, routine supervision, etc., are sufficient.	
	3 – Significant risk	**Although the need for measures is not as serious as for category IV risks, it is usually necessary to implement safety measures according to the decision of the management of the Rectorate (Dean's Office). Measures to reduce the risk must be implemented within a specified period of time.**	
	4 – Undesirable risk	**requiring the prompt implementation of appropriate safety measures to reduce the risk to a more acceptable level, the necessary resources must be allocated to reduce the risk**	
	5 – Unacceptable risk	**very high risk, permanent possibility of accidents, serious accidents, necessity of immediate stoppage of activities, shutdown of operations until the necessary measures are implemented, and a new risk assessment and necessary measures are taken. Work must not be started or continued until the risk has been reduced.**	

2. RISKS IN BUILDINGS			
2.1 Routes in buildings	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Slippery surfaces: wet floors after cleaning, spilt drinks, snow or water at entrances in winter.	2	Level, clean, well-maintained surface, pass wet areas with great care	101/2005, Government Regulation on more detailed requirements for workplaces and working environments
Obstacles on the route: loose cables (power, data), abandoned bags, boxes, or other objects.	2	No obstructions (no elevated elements, loose electrical cables)	262/2006, Labour Code, Section 106
Inadequate lighting: poorly lit corridors, stairwells, or dark corners can increase the risk of tripping.	2	Human factor: safe behaviour in the building premises, consideration for others	
		Cleaning: outside busy times, timely removal of dirt, wiping dry, appropriate cleaning products	
Slip and fall of a person: when standing and walking on an unfixed carpet, mat, mat.	2	Fix unfixed carpets and mats, fix carpet edges	
Fall and collapse of materials, objects from floors, platforms, footbridges, other elevated roads, structures and their parts (e.g. during building repairs).	**3**	Install floor protection rails or stops with a minimum height of 100 mm; prevent persons from entering under falling objects, protection of the area under work areas	

Fall of a person into an opening	**3**	All openings (manholes, holes) must be securely covered or fenced. Provide guardrails in open spaces and walkways where required by the standard.	CSN 74 3305
2.2. Staircases	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Running on stairs: increases the risk of losing balance and falling.	2	Flat and undamaged surface. Do not run on stairs, hold on to handrails	101/2005, Government Regulation on more detailed requirements for workplaces and working environments point 5.10.–5.12.
Use of mobile phones or other devices: reduces attention and ability to react to danger.	2	The human factor Pay attention when walking on stairs.	
Improper technique for carrying heavy objects: it impairs stability and can lead to falls or back injuries.	2	Technical measures: handrails on the free side of stairs and landings up to a height of at least 1.1 m, handrail on at least one side; each stair flight must contain at least three steps. The first (entrance) and last (exit) step in each flight must be distinguishable from the surrounding floor	
Absence of anti-slip strips or coatings: particularly dangerous on smooth materials (stone, tiles).	2	Anti-slip finish	
Worn or worn or peeled anti-slip elements: they do not fulfil their function.	2	Repairs	
2.3 Ladders, steps, steps	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Fall of a person when ascending or descending ladders, steps and stairs	2	Ascend and descend ladders face on, hold on, use only undamaged and validly revised steps and ladders. Double ladders must be fitted with chains. Stand ladders, steps or rungs firmly and stably	101/2005, Government Regulation on more detailed requirements for workplaces and working environments. point 5.23.
2.4. Doors	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Pinching of fingers or other parts of the body	1	Secure in position with hooks, pull bars or bolts	101/2005, Government Regulation on more detailed requirements for workplaces and working environments Point 3.4.
Suffering a cut due to the glass of a broken glass panel.	2	Timely repair of broken panes, all-glass doors, infill and walls marked at visible points at eye level, glazed door leaves fitted with safety glass	
Opening a door to a busy area without warning.	2	Do not walk close to the doors in the corridor	
2.5. Windows	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Cracking the glass in the window sash when opening and closing.	2	Functional and easy operation of closing elements (latch tongues, handles, latches, swivels, handles), timely repair of broken panes	101/2005, Government Regulation on more detailed requirements for workplaces and working environments Point 3.2
Suffering hand cuts while removing glass shards.	2	Protect yourself and others from cuts, clean in such a way as to avoid injury	

Worker falls while cleaning windows.	**3**	**Secured by a contract cleaning company**	362/2005, Government Regulation on more detailed requirements for occupational safety and health at work in workplaces with neb....
2.6 Lighting	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Insufficient and incorrect lighting – reduced visibility during work activities, eye fatigue, visual strain.	2	Uniformity of lighting, use of natural light, local lighting with regard to visual requirements, timely replacement of malfunctioning lighting fixtures, cleaning of windows according to maintenance schedule, possibility of light control	361/2007, Government Regulation laying down conditions for occupational health protection
			CSN 36 020- 1 CSN EN 12 464-1
2.7 Sanitary facilities	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Multiplication of microorganisms infectious diseases	2	Wash floors and other areas daily according to the cleaning schedule	410/2005, Decree on hygienic requirements for premises and operation of facilities and establishments for education and...
Slipping on the washroom floor.	2	Prevent soap from falling or spilling on the floor, water must not leak out of shower stalls	258/2000, Act on the Protection of Public Health
Suffering cuts due to sharp edges of broken equipment: sinks, mirrors, dispensers, razor blades or other sharp objects in the trash cans	2	Report and have the damaged sanitation equipment repaired. Do not reach inside the trash cans.	

Burns by hot water if the temperature control is faulty	2	Fix temperature control	
2.8. Offices and kitchenettes	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Bumping on the edge of cabinets, tables, open drawers. Falling objects, injuries caused by staplers and stapler removers	2	Proper ergonomic furniture arrangement, minimum clearance of 600 mm (one-way aisle), do not use damaged furniture, consistently close doors, keep filing cabinets and drawers tidy	361/2007 Government Regulation laying down conditions for occupational health protection S. 46,47, 48, 49
Scalding with water, hot drinks.	2	General caution when handling hot water, do not handle hot water near doors, do not handle hot water over other employees, do not pour hot water into unstable containers	
Electric shock, risk of fire	2	**See 2.13. Electrical equipment**	
2.9. Laboratories	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Burns, scalding, skin exposure to chemicals and compounds, eye contact, ingestion of chemicals	**3**	Follow work procedures according to the curriculum, Learn about the properties of chemicals and compounds	361/2007, Government Regulation laying down conditions for occupational health protection
Danger of fire	**3**	**Wear prescribed PPE!!**	356/2003, Act on chemicals and chemical preparations
		Workbench surfaces must be made of non-flammable materials, resistant to chemicals and have an undamaged surface	CSN 01 8003 CSN 01 8014 CSN ISO 3864
		Fire extinguishers and first aid equipment are required	Operating rules for work in

			laboratories and emergency regulations
		Each chemical substance must be legibly labelled (Act No 356/2003, IIS)	
		Comply with the principles for safe work in chemical laboratories CSN 01 8003	
		Use laboratory glassware only for the intended work (do not use for food storage and preparation)	
		Analytical instruments, laboratory centrifuges and other equipment must be installed and operated in accordance with the manufacturer's instructions or approved documented procedures in such a way that the hazards to the operator from the use of high voltage sources, the development of smoke or vapour, radiation, flame and explosion are reduced to a minimum	
		No eating, no drinking, no smoking in the labs	
Injury by laboratory glass	2	Remove damaged laboratory glassware from use in a timely manner	
Access to unauthorised persons	**3**	The entrance to the laboratory must be marked with warning signs and the entry of unauthorised persons must be prevented	
		Develop emergency documentation and an emergency plan that must be practiced!!!	
2.9.1. Gas installations	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Explosion, fire. Hazards arising from the properties of natural gas:	3	**Keep an operational log. Record inspections, accidents, revisions.**	85/1978, Decree of the Czech Labour Safety Authority on inspections, revisions and tests of gas equipment
Explosion of natural gas mixed with air initiated by uncontrolled leakage and venting of natural gas in confined spaces (in laboratories, where there are gas heaters) due to:	3	**Maintain the equipment properly, inspecting it regularly and within the time limits as specified in the operating regulations.**	406/2004 Government Regulation on more detailed requirements for ensuring occupational safety and health in...
Disruption, damage and leakage of gas piping, corrosion of piping,	3	**Carrying out regular inspections and revisions of gas equipment, including elimination of detected defects (Decree No 85/78, CSN 38 6405)**	
Leakage of gas meter connections, gas caps, connecting parts of the gas pipeline, etc., with subsequent leakage of natural gas into enclosed spaces of adjacent buildings, where the explosion of the explosive mixture will occur;	3	**Instructions with a record of the handling of the burners**	
Improper operation and maintenance:	3	**Specify in writing the supervisor's duty to make sure that the burners are closed when the work is finished**	
Incomplete closure of the shut-off cap for the appliance	3	**Strictly adhere to work procedures**	
Failure to light the burner and open the cap before	3		

Poorly adjusted burner flames or partially blocked burners	3		
Explosion of gas/air mixture during venting and degassing of pipes and appliances	3		
2.10. Warehouses and racks	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Material falling from a rack cell and hitting a worker	2	Ensuring correct and stable load placement (width and no overlap)	101/2005, Government Regulation on more detailed requirements for workplaces and working environments
Collapse and fall of a rack	2	If necessary, secure each load separately against falling, so that other loads do not collapse during removal	
		The equipment of the warehouse must correspond to the type of material stored	
		The racks must be marked in a visible place with a label showing the load capacity of the cell and the number of cells in the column	
		The minimum width of the aisles between the racks depends on the type of warehouse and the type of load handling 650 mm – 1100 mm (see warehouse regulations)	
		Access to the shelves must be free	
		There must be a distance of 200 mm between the ceiling edge of the material to be stored and the ceiling structure (pipe, lighting fixture)	
		Shelves must be stable, both full and empty	

		To operate the rack at heights higher than 1800 mm, it is necessary to use steps or a step	
2.11. Manual handling	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
A person falls while walking and carrying loads in storage areas, after tripping over an obstacle, slipping, stumbling, spraining a leg.	2	Keep areas where handling is performed in proper condition, undamaged, clean, non-slip	361/2007, Government Regulation laying down conditions for occupational health protection
Injury to the hands after hitting the floor in a fall.	2	Damaged surfaces to be repaired	
Worker's collision and fall on a transport vehicle, on handling equipment, on stored objects.	2	Remove protruding obstructions (lids, hatches, screws, hoses, cables, anchor bolts)	
Dropping the load on the leg, being hit by the load.	2	Check the strength, fixation, cohesion of the transported material before starting the handling	
Bruising and contusion of hands and feet caused by slipping or dropping a load from the hand.	2	To grasp the burden properly. Use the gripping holes and, if necessary, use the gripping elements	
Injuries due to the surface of the load due to punctures or cuts, edges, burrs, nails, strapping, damaged packaging, splinters, etc.	2	Check the load before handling and remove sharp edges and objects, use PPE (gloves) if necessary	
Musculoskeletal injuries due to improper lifting of loads	2	Observe the rules of lifting and carrying loads, respect weight limits. Women occasionally lift 20 kg, men 50 kg; women frequently lift 15 kg, men 30 kg; when working sitting, women 3 kg, men 5 kg. When carrying loads, avoid turning only the torso, use available	

		aids (trolleys)	
2.12. Hand tools	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Tools slipping out of hand	2	Focus on the job	48/1982, Decree of the Czech Labour Safety Authority laying down the basic requirements to ensure the safety of...
Injury to the joints of the hand by striking the corners and edges of an object	2	Use the correct tool for the job, do not hold the item that is worked on in your hand	Inspections of hand tools | State Office for Labour Inspection
Hitting a person with a loose tool	2	The gripping part should be smooth, without cracks and clean (not greasy)	Principles for the safe use of hand tools - www.guard7.cz
Cuts and puncture wounds	2	Stop using undamaged tools immediately	
2.13. Electrical equipment	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Electric shock: This is one of the most serious risks. It can occur either by direct contact with live parts of the appliance (e.g. damaged cable, uninsulated connections) or indirectly, for example by contact with conductive parts that have become live due to a fault. The consequences can range from slight	**3**	**Perform preventive maintenance and inspections!!**	Decree No 50/1978,

tingling to cardiac arrest and death.			
Fire: Electrical appliances can cause fires due to short circuits, circuit overloads, use of improper circuit breakers, or defective appliance components. Overheating appliances, especially those with heating elements, and leaving combustible materials near them also pose a significant risk.	**3**	Perform a visual inspection before use	CSN 33 1500
Burns: Some electrical appliances, such as irons, kettles, ovens or heaters reach high temperatures and can cause burns if hot surfaces are touched	**3**	Handle these devices with great care	CSN 34 3100
		Do not work with damaged equipment	
		Do not carry out your own modifications and repairs	CSN 33 1600, Part II.
		Do not operate electrical equipment with wet hands	CSN 34 3110

		Familiarise yourself with the instructions for using the electrical appliance	CSN 33 1610
		When leaving the workplace, switch off the devices	CSN 34 3108
		Do not remove covers or disable safety features	Obligations to carry out regular inspections of electrical appliances
		To train in the principles of first aid in case of an electric shock	
		Observe the cable routing policy so that cables cannot be damaged	
2.14. Monitors and display units	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Ergonomic problems and musculoskeletal problems: incorrect screen positioning (height, distance, angle), improper lighting and poor posture when working with the screen can contribute to pain in the cervical spine, shoulders, back and wrists (carpal tunnel syndrome).	2	Correct screen height and distance settings. Set the top edge of the screen just below eye level. Prop the laptop up and position it at the correct height. Screen distance 40–60 cm	361/2007, Government Regulation laying down conditions for occupational health protection
Blue light: Screens emit blue light, which can interfere with circadian rhythms and sleep quality if a person is exposed to it at bedtime. Some studies suggest a potential long-term risk to the retina, but this is still a topic of research.	2		Risks of working on a computer. Psyche, light, monitor and RSI syndrome

Glare and reflections: positioning the screen in front of windows or other light sources can cause glare and reflections that strain your eyes and reduce your working comfort.	2	Find time to rest your eyes, follow the rules for sitting	Drinking habits in the office and tips for higher productivity | SafetyWork.info
Improper screen settings: incorrect brightness, contrast, resolution or refresh rate can adversely affect visual comfort.	2	Set the correct screen brightness and contrast	
2.15. Elevators	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Stranding: one of the most common risks is being trapped between floors due to power failure, mechanical failure or jammed doors.	2	Maintain proper technical condition (revisions, inspections, troubleshooting), ensuring timely removal of identified and reported defects	378/2001, Government Regulation laying down detailed requirements for the safe operation and use of machinery, technical...

Elevator car fall: although relatively rare, an elevator car fall poses a serious risk of injury or death. Modern elevators are equipped with redundant safety systems (such as brakes and speed limiters) to prevent such accidents. However, if these systems fail and maintenance is neglected, the risk exists.	2	Prevent unauthorised persons from entering the lift machine room	CSN 27 4002
Getting caught between doors: lift doors should be equipped with sensors or mechanisms to prevent them from closing if there is an obstacle in the way. If these systems fail, people or objects can be trapped, which can lead to injury.	2	Maintain proper technical condition (revisions, inspections, troubleshooting), ensuring timely removal of identified and reported defects	CSN 27 4007
Tripping or slipping: unevenness between the floor of the car and the floor of the floor, insufficient lighting or spilled liquids can cause tripping or slipping when getting on or off the lift.	2	Maintain proper technical condition (revisions, inspections, troubleshooting), ensuring timely removal of identified and reported defects	

Dangerous behaviour: improper use of the lift, such as overloading the car, jumping inside, forcing the door open or attempting to make repairs yourself, can lead to dangerous situations	2	Be considerate	
Fire: Although elevator shafts are usually designed to limit the spread of fire, the car itself or electrical components can be a source of fire. In the event of a fire in the building, the elevator must not be used	2	Maintain proper technical condition (revisions, inspections, troubleshooting), ensuring timely removal of identified and reported defects	
2.16. Machinery and equipment	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Catching or dragging: moving parts of the machine (e.g. gears, belts, chains, rollers) can catch the operator's clothing, hair, gloves or body parts.	**3**	Have tight-fitting work clothes and hair fastened	262/2006, Labour Code
Cutting or suffering cuts: sharp edges, knives, saws, and other cutting tools can cause serious injury.	**3**	Comply with OHS regulations and established work procedures	309/2006, Act on ensuring other conditions of occupational safety and health

Grinding or crushing: Moving or lifting machine parts can cause crushing of limbs or other body parts.	3	Comply with OHS regulations and established work procedures	378/2001, Government Regulation laying down detailed requirements for the safe operation and use of machinery, technical...
A bump or impact: Unexpected movement of the machine or operator can lead to an impact and injury.	3	Comply with OHS regulations and established work procedures	194/2022, Government Regulation on requirements for professional competence to work on electrical equipment and ...
Ejection of workpiece or tool: improper clamping or breakage of the tool can lead to ejection and injury.	3	Comply with OHS regulations and established work procedures Correctly clamp the workpiece	EN ISO 12100
Loss of machine stability: tipping, sliding or falling can cause serious injuries.	3	Comply with OHS regulations and established work procedures Securely and firmly fasten the machine	
2.17. Kitchen	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Electric shock: As with other electrical appliances, there is a risk of electric shock from damaged cables, sockets or when handling electrical appliances (e.g. blenders, cookers, dishwashers) with wet hands.	3	Do not use damaged appliances. Do not operate electrical appliances with wet hands.	101/2005, Government Regulation on more detailed requirements for workplaces and working environments

Fire and explosion: high-temperature appliances (cookers, ovens, fryers) are used **in** the kitchen and can cause fires if they are handled carelessly, are faulty or if flammable materials are near them. For example, gas appliances may be at risk of explosion if they leak gas.	**3**	Report and rectify any defects found **Carry out revisions and inspections on time and to the prescribed extent. Do not make unprofessional modifications to the equipment!!!!** During operation, monitor important indicators (temperature, pressure), do not overload the equipment beyond the set parameters	137/2004, , Decree on hygienic requirements for catering services and on the principles of personal and operational hygiene in ...
Cuts: many sharp objects are used in the kitchen, such as knives, slicers and can openers, which can cause cuts if handled carelessly. Broken glass or porcelain also poses a risk of cuts.	2	Identify and use a place to store tools. Use caution and PPE when using them. Maintain order	How to reduce injuries in the kitchen? Risks, training and documentation | OSH.cz
Falls: wet or oily floors, spilled liquids, obstacles on the floor (e.g. boxes, bags) can lead to slips and falls.	2	Maintain order and cleanliness in raw material and finished product warehouses	
Excessive physical exertion: Standing for long periods of time, lifting heavy pots, food crates or handling heavy equipment can lead to musculoskeletal strain.	2	Observe the rules of lifting and carrying loads, respect weight limits. Women occasionally lift 20 kg, men 50 kg; women frequently lift 15 kg, men 30 kg; when working sitting, women 3 kg, men 5 kg. When carrying loads, avoid turning only the torso; use available aids (trolleys)	

Biological risks: handling raw food (meat, eggs, vegetables) can lead to bacterial contamination and subsequent illness if hygiene procedures are not followed.	2	Comply with hygiene measures	
Chemical hazards: the use of cleaning and disinfecting agents poses a risk of skin, eye or respiratory irritation if used or stored incorrectly.	2	Proper handling of chemical products	
Clothing or body parts caught by a moving part of the device	2	Wear tight-fitting clothing, do not wear loose ornaments, do not remove safety covers	
2.18. Pressure cylinders	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Hazards arising from gas properties	**3**	Knowledge of the marking of cylinders according to the type (characteristics) of gas or gas mixtures shall be (one or more coloured stripes)	CSN 07 8304 Art. 7.12, 7.14,7.15
Fire, explosion, burns from gas leakage through a leaky cylinder valve	**3**	Cylinder valves must be operated in such a way that their cleanliness is not compromised, in particular, the total exclusion of grease must be ensured (danger of explosion in contact between oxygen and grease)	Handling of cylinders - QPJ Quality protects jobs s.r.o.

Damaged gas hoses – explosion hazard, fire, danger to operators	3	Handle the bottles with care to avoid dropping and damaging them.	
Bottle fall, limb bruising, contusion when handling bottles	3	Carrying bottles weighing more than 50 kg (inclusive) by at least two men, it is recommended to use appropriate equipment and means adapted for this purpose (holders, loops, suspension trolleys, etc.)	
Undesirable gas leakage from the cylinder, valves during emptying, handling and manipulation of cylinders	3	Secure service, storage and empty bottles in a suitable manner against tipping and falling, using chains, shackles, clamps, stands, etc.	
Unwanted intervention of unauthorized persons, damage to the bottle	3	Check the condition of the bottle before use within the scope of the operating instructions, if found to be defective, return the bottle to the bottling plant indicating the type of defect	
		Do not force open the bottle valve	
		Do not connect nuts with damaged threads and nuts with other threads to pressure valves	
		Rooms and areas where service and storage cylinders are located ventilated according to fire and hygiene regulations in relation to the types of gases placed	
		After work activities at temporary workplaces, place the cylinders in a safe place protected from unauthorised persons	

		Do not place service and storage cylinders in publicly accessible areas before starting work inspection of hoses and all equipment by operator	
2.19. Animal husbandry	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Allergies to hair, feathers, dust, faeces, urine, animal saliva. May cause respiratory problems, skin reactions or allergic rhinitis	**3**	Animals must be treated calmly, firmly and must not be teased or abused	27/2002, Government Decree laying down the method of work organisation and working procedures to be employed by...
Kick	**3**	Guidance must be carried out using a halter	166/1999, Veterinary Act
Attacking	**3**	When chasing animals in an enclosure, the employee must always be behind the enclosure, the barrier	246/1992, Act for the Protection of Animals against Cruelty
Butting	**3**	Approach animals only after a voice alert	
Bite	**3**	Cleaning, tethering of the animal must be done from the side where there is no risk of crushing	
Pushing down	**3**	Ensure sufficient numbers of instructed staff when carrying out special operations	
Trampling	**3**	Animals endangering the safety of persons shall be excluded from breeding. If this is not possible, appoint an experienced member of staff who is sufficiently familiar with the risks	
Falling from a horse during training	**3**	Use prescribed personal protective equipment when training in horse riding.	
When breeding fish	**3**	Caution when handling fish in the hands	

Injuries from sharp scales, fins, teeth of predatory fish,	3	Use only 24 V voltage when working in hatcheries	
Danger of drowning	3	At least two employees present when working (on frozen ground, on wooden footbridges), Provision of protective equipment against drowning (vests, buoyancy rings)	
Breaking the ice when cutting holes	3	At least two employees present when working (on frozen ground, on wooden footbridges), Provision of protective equipment against drowning (vests, buoyancy rings)	
Danger of slipping and falling	**2**	Caution	
When breeding dogs	3	Maintain calm, composure and procedure appropriate to the character of the dog	
Bite hazard	3	Securing the dog in the pen	
Pulling on the leash (large breeds)	3	Must be under the control of a staff member when moving on a leash	
	3	Ensure that another person is present during treatment and other special procedures	
When keeping bees	3	Wear a bee hood, veil, gloves	
Risk of stinging	3	Mark the bee locations with safety signs prohibiting unauthorised access and biohazard	
When keeping laboratory animals	3	Observance of the established daily routine, peace, order and cleanliness	311/1997, , Decree of the Ministry of Agriculture on the breeding and use of experimental animals
Danger of biting, scratching	3	Entry to the breeding facility only with the approval of the laboratory manager	

Infected with infectious or communicable diseases	3	Calm treatment of animals	
2.20. Handling of chemicals, disinfectants, cleaning agents	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Toxicity: Some chemicals may be poisonous if inhaled, ingested or in contact with skin. They can cause acute (rapid) or chronic (long-term) health problems, including damage to organs, the nervous system, reproductive functions, or cancer.	3	Avoid direct contact of workers with the following substances	258/2000, Act on the Protection of Public Health
Flammability and explosiveness: many chemicals are flammable and can easily ignite on contact with sparks, flame or heat. Some substances can form explosive mixtures with air or react explosively with other substances.	3	**Wear assigned PPE and follow work procedures!!**	Regulation - 1272/2008 - EN - EUR-Lex
Reactivity: some chemicals are unstable and can react violently with other substances, water, air or heat, releasing heat, gases (which can be toxic or flammable) or causing an explosion.	3	Always label chemicals according to the regulations. Develop regulations for the management of chemicals. Have safety data sheets available	350/2011, Chemical Act

Causticity: Caustic substances can damage living tissues (skin, eyes, mucous membranes).	3	Prepare disinfectant solutions by measuring the product and water accurately (according to the disinfection programme posted at the workplace)	
Irritation (irritation): Irritants may cause temporary irritation of the skin, eyes or respiratory tract.	3	Dilute solutions in the order of water + disinfectant	
Carcinogenicity, mutagenicity and reprotoxicity: Certain chemicals may cause cancer (carcinogens), genetic mutations (mutagens) or impair reproduction and fetal development (reprotoxicants).	3	All containers of disinfectants must be labelled	
Environmental hazard: Some chemicals can be toxic to aquatic organisms, soil or the atmosphere and can cause long-term environmental damage.	3	Do not pour into the waste pipe solvents that do not mix perfectly with water, substances that are highly toxic toxic poisons, explosive substances, acids and hydroxides above the specified oxidation, and substances that release toxic or irritating gases with water, acids or lyes in workplaces	
Specific hazards: some chemicals have specific hazards, such as the ability to form peroxide forming substances that can be explosive even after prolonged storage.	3		

Splashes, burns and damage to skin, eyes	3		
Fatigue, headache, damage to health during disinfection and cleaning	2		
Waste disposal, packaging	2	Substances that are highly toxic and toxic and their packaging and other waste should be disposed of only according to the established procedures (see safety data sheets) and according to the USB Waste Management Ordinance.	
		Store containers only in a designated area subject to increased preventive supervision and empty them regularly	
		Use metal containers with lids for garbage	
		Shards and waste with sharp edges should be placed in a separate container; at the landfill, this waste should be disposed of separately	
2.21. Handling of biological material	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Infection: contact with pathogenic microorganisms (bacteria, viruses, fungi, parasites) can lead to infectious diseases. The risk of infection depends on the virulence of the microorganism, the mode of transmission (airborne, contact, ingestion, vectors), the amount of exposure and the immune status of the exposed person.	**3**	Employees are regularly trained and undergo regular medical examinations	Regulation - 1272/2008 - EN - EUR-Lex
Allergic reactions: some biological materials (e.g. moulds, pollen, certain proteins) can cause allergic reactions in sensitive individuals, manifested by rhinitis, cough, shortness of breath, skin rashes and even anaphylactic shock.	**3**	Employees follow the rules for working in the laboratory.	350/2011, Chemical Act
Toxic effects: Some microorganisms or biological materials can produce toxins that can harm human health.	**3**	Employees follow the rules for working in the laboratory.	258/2000, Act on the Protection of Public Health

Injuries due to handling sharp objects: when handling biological samples (e.g. blood samples), there is a risk of injury from contaminated needles or other sharp objects, which can lead to the transmission of infectious diseases.	3	Employees follow the rules for working in the laboratory.	361/2007, Government Regulation laying down conditions for occupational health protection
Aerosol formation: some laboratory procedures can produce aerosols containing biological particles that can be inhaled and cause respiratory tract infections.	3	Employees follow the rules for working in the laboratory.	
Improper disposal of biological waste: Improper disposal of biological waste (e.g. contaminated laboratory materials, biological samples) can pose a risk to public health and the environment.	3	Employees follow the rules for working in the laboratory.	
Accidents and spills: unintentional spills of biological materials from laboratories or other workplaces can lead to exposure and the potential spread of infections or other hazards.	3	Employees follow the rules for working in the laboratory.	
2.22. Management of genetically modified organisms	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

General risks of GMOs. When working with genetically modified organisms, there are general risks that must be taken into account from the point of view of occupational safety and health. These risks may include unintentional exposures and potential impacts on workers' health.	3	Employees are regularly trained and follow the rules for working in	78/2004, Act on the handling of genetically modified organisms and genetic products
Allergenicity and toxicity. It is important to assess whether GMOs can cause allergic reactions or toxic effects in workers. Some genetic modifications could theoretically lead to the production of new allergens or toxins.	3	Employees undergo regular medical examinations	209/2004, Decree on more detailed conditions of handling genetically modified organisms and genetic products.
Horizontal gene transfer. The risk of horizontal gene transfer from GMOs to other organisms, including potential impacts on workers' health or the environment in the workplace, should be considered.	3		
2.24. Waste	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Contamination or hazard resulting from failure to follow safe hazardous waste management practices	3	Waste management is managed at USB.....????	185/2001, Waste Act

Injuries resulting from poor waste handling	3	Compliance with the workplace operating rules	
Failure to comply with the workplace operating rules	3	Compliance with the principle of waste separation	93/2016, Decree on the Waste Catalogue
Putting hazardous waste in the wrong place, contamination	3	Disposal of specific waste from health care facilities in separate covered containers, preferably incinerable, or in resealable plastic bags Labelling of each container or receptacle with the type of waste, place of generation, code number and colour differentiation	
Failure to meet deadlines to remove waste from the workplace	3	Disposal of small waste including disposable needles, scalpels or other sharps in strong-walled, incinerable containers without further handling, Once filled, the container must be tightly closed and removed from the workplace	94/2016, Decree on the evaluation of hazardous properties of waste
		Disposal of radioactive waste under the 'Atomic Act'	
		Wastewater from hazardous wards is disposed of through wastewater treatment plants	
		Observing the principles of personal hygiene when handling waste	
2.25. Cleaning work	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Employees carrying out cleaning work are at risk of slipping on the floor or stairs due to excessively slippery road surfaces as a result of their own work.	2	Follow the established cleaning procedure and method	

		When mopping floors, stairways and other busy roads, wipe the floor dry immediately	
		If possible, wash routes only after all persons have left the building	
		Wear suitable sturdy work shoes, preferably with non-slip soles (fine profile soles have better non-slip properties than coarse profile soles) or shoes with softer soles	
Persons moving in the area where cleaning is carried out – mopping the floor – are at risk of slipping on wet floors due to lack of awareness of the risk.	2	When mopping floors, stairways and other busy routes, wipe the floor dry immediately	
		After mopping the floor, place a safety stand in a visible place: 'Caution - slippery floor'	
Employees carrying out cleaning work at risk of injury due to defective road conditions, clutter and inadequate lighting	2	Continuously inspect the condition of the floors and routes in the workplace, check for order, ensure defects are rectified	
		Manhole covers, manhole covers, etc., must be at the same level as the surrounding floor or route	

		Remove any route obstacles that can be tripped over (hatches, lids, cables, hoses, etc.)	
		Route obstructions that cannot be removed are marked with safety colours (yellow and black hatching)	
		Ensure sufficient lighting of the workplace	
Employees performing cleaning work at risk of injury due to working in a confined work space.	2	In confined spaces, take extra care when handling materials, objects	
		Ensure safe access to window controls (when washing windows)	
Employees carrying out cleaning work at risk of cuts and stings from blades and sharp points of tools and work equipment	2	Review and follow applicable work procedures, adjusting them if necessary	
		The gripping parts of tools and work equipment (which are held in the hand) must be smooth and of suitable shape, free from cracks, chips and burrs	
		Designate a place to store tools and store them there	
		Remove cracked and damaged tools and work equipment from use	

Employees performing cleaning work are at risk of scalding, burns, water, steam, contact with hot surfaces of the equipment.	2	Review and follow applicable work procedures, adjusting them if necessary	
		Take extra care when working with hot water. The temperature tolerable for the hand is about 55 °C	
		Do not fill hot water containers to the brim	
		When pouring hot water into buckets and other containers, run cold water first and then bring the hot water to the required temperature	
		Restrictions on carrying hot water containers.	
		Do not clean hot objects and equipment, e.g. cooker, pipes, heating elements, etc., until they have cooled down.	
Employees carrying out cleaning work and other persons in the building at risk of infectious disease as a result of failure to clean.	2	Establish a cleaning schedule for the workplace	
		Locker room floors, washrooms, showers, sinks, toilets must be washed daily	
		Washable parts of the walls must be washed at least once a week	
		Clean furniture in sanitary and other facilities at least once every 14 days	

Employees performing cleaning work are at risk of exposure to chemicals, especially ignition, flushing, burning or other skin damage, inhalation of fumes, eye damage	2	Do not use food and beverage containers to store chemicals (due to confusion)	
		Review and follow applicable work procedures for handling chemicals, modifying them if necessary	
		Label all chemical packaging in the prescribed manner	
		Disposal of chemicals and waste is to be carried out only according to the established procedure	
		When working with substances that may endanger human health, avoid direct contact of employees with these substances.	
		Toxic substances must be stored in such a way that they cannot be misused, must be locked, and records must be kept	
		Adhere to the principles in the instructions for use	
		Comply with the principles set out in the safety data sheets	
		Observe basic hygiene principles	
		Do not eat, drink or smoke when working with chemicals	
		Wash your hands thoroughly after work	

Employees carrying out cleaning work are at risk of falling from height when cleaning windows or ceiling lights.	**3**	Use personal fall protection when washing windows	
		Determination of suitable anchorage points for the use of personal protective equipment (safety harnesses)	
		Determination of correct working procedures according to the design of the windows, determination of auxiliary structures to increase the workplace	
		Ensuring safe access to work areas at height (high ceiling lights, etc.), use double ladders, portable steps, work platform	
Employees carrying out cleaning work and other persons in the building are at risk of injury due to:		Do not transport persons in a wheelchair	
Wrongful or dangerous conduct	2	Do not move in the lane of the wheelchair	
Improperly stored or secured cargo	2	Do not overload the trolley beyond the specified load capacity or pulling force	
Overloading the trolley.	2	Place cleaning and janitorial products evenly and stably on the trolley.	

Employees performing cleaning work are at risk of electrocution due to contact with live parts of electrical equipment.	2	Protect live parts of electrical equipment against contact and moisture	
		Do not touch any electrical equipment with wet hands	
Employees carrying out cleaning work are at risk of injury due to the non-use of PPE.	**2**	Equip employees with prescribed PPE, demonstrably, i.e. against signature	
		Familiarise employees with the use of assigned PPE	
		Wear assigned PPE at work	
		Continuously check the use of PPE	
2.26. Work at heights and above depths	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Employees working on ladders are at risk of falling due to poor technical condition	**3**	Do not use a ladder with broken rungs, without a locking chain, with damaged fittings or with a broken rung.	The main causes of accidents that occur when using ladders
		Visual inspections of ladders must be carried out whenever the ladder is dispensed from or received into the warehouse and before each use of the ladder.	
Improper setting	**3**	The ladder must be placed on a stable, solid, level and sufficiently large base so that its slope is not less than 2.5:1, there is a clear space of at least 0.18 m behind the rungs at the base of the ladder, there is a clear space of at least 0.6 m on the access side of the ladder and slipping is prevented	

Rollover by another employee or vehicle	3	Provide safety signs or services at locations where there is a risk of the ladder being knocked over by another person or a passing vehicle	
Inappropriate use	3	The upper ends of ladders intended for climbing must overhang the climbing surface by at least 1.1 m or this overlap must be replaced by other measures, such as handrails, which enable the worker to hold on securely when climbing	
Implementation of long-term works	3	When working on a ladder where the employee's feet are higher than 5 m, he must use personal fall protection	
Performing physically demanding work	3	Only carry out short-term, light work on ladders with loads weighing less than 15 kg	
Handling loads weighing more than 15 kg	3	When working on a ladder, do not step higher than 0.8 m from the top of the support ladder, 0.5 m from the end of the double ladder.	
Unauthorised distances of feet from the top of the ladder	3	Do not ascend, do not descend, do not work on the ladder with your back to it, without the ability to grasp the support	362/2005, Government Regulation on more detailed requirements for occupational safety and health at work in workplaces with...
Ascending, descending, working with your back to the ladder	3	Ensure that employees working on ladders have suitable equipment or adapted work clothing for securing tools or storing small materials	
Failure to secure objects against falling from ladders	3	When working on a ladder, do not use dangerous tools or implements, e.g. pneumatic tools, sprayers, chainsaw, etc., unless the worker would be able to hold on to the ladder safely	

Use of dangerous tools, implements	**3**	Do not throw objects or materials from ladders if it is not possible to ensure that they reach a safe place, or if they could cause an employee to be thrown from the ladder	Ladder safety - BOZPforum.cz
Dangerous dropping of objects, materials from ladders	**3**	Do not use the ladder as a support or load-bearing element for further ascent or descent	
Simultaneous execution of work by more than one employee	**3**	Ensure that only one employee works on the ladder	
Using a ladder as a support or load-bearing element	**3**	**When working on the ladder use the assigned PPE!!**	
Failure to carry out prescribed ladder checks	**3**	Equipping employees with suitable footwear and safety helmets and, where the height of the feet is 5 m above the surrounding ground, the employee must be secured against falling.	
		Inspect ladders at least once a year, with a record	
2.27. Night work	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Mental stress - employees work in three-shift and continuous operation	2	Employees are regularly trained.	361/2007, Government Regulation laying down conditions for occupational health protection
		Employees undergo regular medical examinations at intervals in accordance with Decree 79/2013	432/2003, Decree laying down the conditions for the classification of work into categories, limit values for the...
2.28. Physical stress	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Work involving the manual handling of loads where the weight of loads carried by men (women) by hand is between 30 and 50 kg (15 and 20 kg) for occasional handling and between 15 and 30 kg (5 and 15 kg) for frequent handling, or the cumulative weight of loads carried in an average shift exceeds 7,000 kg (4,500 kg) but does not exceed 10,000 kg (6,500 kg.	2	Employees are regularly trained. Employees undergo regular medical examinations.	361/2007, Government Regulation laying down conditions for occupational health protection
2.29. Radiation materials	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Employees are in areas where open or sealed radioactive sources are handled.	**3**	Employees are classified as Category B radiation workers and are equipped with personal dosimeters	361/2007, Government Regulation laying down conditions for occupational health protection
Irradiation	**3**	The radiation doses received are evaluated at regular intervals	
Contamination of surfaces and equipment	**3**	Employees are regularly trained and retrained	422/2016, Decree on radiation protection and security of radionuclide source
Long-term health effects	**3**	Employees undergo regular medical examinations at intervals in accordance with Decree 79/2013	263/2016, Atomic Act

		A person with specific competence in radiation protection is designated.	
2.30. Lasers	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Employees are in areas where Class IIIa, IIIb lasers are used.	**3**	Employees are regularly trained.	Lasers in the working environment of medical and cosmetic establishments
improper handling of the high-voltage source	**3**	Employees observe safety precautions when working with lasers:	
incorrect commissioning of the equipment	**3**	Remove all shiny objects before you start working with the laser. The beam could accidentally bounce off the surface of the jewellery	291/2015, Government Regulation on health protection against non-ionising radiation
unfamiliarity with the use of the equipment	**3**	hold the laser at or below waist level. This will reduce the risk of someone passing through the beam and damaging their eyes	
insufficient eye protection accidental eye contact during aiming	**3**	if possible, completely close the area through which the beam passes whenever possible	
intermittent laser beam	**3**	never point the beam towards doors or windows	
malfunction on the device	**3**	Employees undergo regular medical examinations at intervals in accordance with Decree 79/2013	
3. BUILDING SURROUNDINGS			
3.1. Paths	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Slippery surfaces: wet grass, snow, ice, frost, spilled liquids (e.g. air conditioning water, rainwater)	2	Road maintenance must be ensured in winter	101/2005, Government Regulation on more detailed requirements for workplaces and working environments
Uneven surfaces: potholes in sidewalks, unpaved roads, protruding curbs, tree roots.		The surface of the roads must be hard and free of holes, holes and obstructions	Point 5
		Adjustment of manhole covers, depressions so that they are level with the adjacent pavement, roadway, sufficiently load-bearing	
Unsecured or poorly marked excavations, shafts, sumps	2	All openings (channels, holes, etc.) in the roadway must be securely covered or fenced.	
		Establishment of railings on free edges of pavements, etc., with smooth paved walls with an external slope greater than 1:2.5 or with natural banks with a slope greater than 1:1 (for details see CSN 74 3305).	
3.2. Traffic	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Crash due to driving or operating the vehicle by an unqualified person.	2	To assign only personnel with the required qualifications for the type of vehicle to drive or operate the vehicle.	262/2006, the Labour Code, § 168/2002, the Government Decree laying down the manner of work organisation and working procedures to be...
Crashes due to violations of road traffic rules	2	Comply with the rules of the road	

Crash due to driver microsleep.	2	Comply with the legal time limit for driver safety breaks.	
Crash due to skidding, failure to brake vehicle on the road.	2	Keep the roads, especially in winter, in a safe condition at all times.	
Crash due to restricted vision of the driver.	2	Keep the vehicle windows clean at all times.	
Traffic accident due to failure to ensure safety when reversing the vehicle.	2	Reversing is to be done with the help of another worker. Stop as soon as the driver loses sight of that person.	
		If the driver does not have sufficient rearward visibility from the vehicle and reversing is not secured by another worker, warn of the start of reversing with an audible warning signal.	168/2002
		If more than one person is involved in reversing or similar manoeuvring, it is necessary to agree among themselves on the use of the necessary signals.	
Vehicle fire.	2	Equip the vehicle with a fire extinguisher.	
3.3. Assault by persons	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Injuries caused by mentally disturbed persons, persons under the influence of alcohol and other intoxicants	2	CCTV monitoring system in the building, follow the directive	
		Informing senior staff or members of the crisis staff	
Assault, threatening by an armed assailant	3	Regular training, follow the rules of conduct in a crisis situation. USB	

4. BASIC HEALTH ACTIVITIES			
4.1 Handling of persons	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Excessive exertion when handling persons	2	Equipment with technical aids for handling objects	361/2007, Government Regulation laying down conditions for occupational health protection
Damage to the spine	2	Establishing work procedures so that employees do not perform manual handling	
Overloading and strain on the limbs and the whole body (e.g. bending over)	2	With loads that can lead to health damage (especially to the spine)	
		As part of the initial training, a 'back school' is conducted to optimize the use of physical strength and eliminate negative consequences on human health	
		Compliance with hygiene limits: for manual load handling	
		Carried by a man when lifting and carrying occasionally is 50 kg, when lifting and carrying frequently is 30 kg	
		The hygienic limit for the weight of a manually handled load carried by a woman is 20 kg for occasional lifting and carrying and 15 kg for frequent lifting and carrying	
4.2 Medical gas distribution	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Explosion, combustion, leakage of gas from medical gas pipelines	**3**	The distribution systems must be operated in such a way that their cleanliness is not compromised, in particular the total exclusion of grease must be ensured (danger of	CSN EN 1775

		explosion in contact between oxygen and grease)	
		No unprofessional intervention of any kind may be carried out on the wiring	
		The wiring must be prevented from being tampered with by unauthorised and uninformed persons	
		Employees in buildings where wiring is installed must be familiar with the methods of closing individual parts of the wiring so that in the event of danger they can close	
		All valves, especially for oxygen lines, must be closed very slowly, waiting for the pressures to equalize when opening	
		Ensure that regular inspections and revisions of the distribution systems are carried out	
4.3 Medical electrical and other apparatus	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Puncture, cutting injuries caused by sharp objects: e.g. clamps, special tools, scalpels, razors, tweezers scissors, needles	2	Appropriate organisation of work and staff cooperation, safe storage of equipment	
		Concentration at work	
		Use of appropriate work equipment	
		Prohibition of the use of damaged tools	
		PPE: gloves, protective clothing !!!	

		In case of injury with a sharp object, report the accident to the supervisor and follow the methodological instructions No. Fill in the system form available on the intranet and send it to the department	
Attachment of fingers, hand, elbow, etc. when handling attachment of a limb to surrounding objects, structures, etc.	2	Ensuring sufficient handling space and maintaining order	
Hitting, striking, hitting a transport trolley	2	Increased attention, safe handling procedure	
4. 4. Infectious Materials	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Emergence of infection during handling of microorganisms and cell cultures, human tissues during sampling, blood derivatives, biological material	**3**	Employ only personnel with appropriate qualifications and instruction in biological and other hazards in the infectious materials laboratory	258/2000, Act on the Protection of Public Health
		What is infectious material is determined by the department head, treat suspect material as infectious material	
		Mark equipment and supplies used when working with infectious materials, including rooms, with the appropriate infectious materials or environment marker	
		Work with infectious material only in designated and marked areas and boxes	361/2007, , Government Regulation laying down conditions for occupational health protection
		Prevent unauthorised persons from entering designated areas where infectious material is	

		handled	
		Handle infectious material in a designated area using the assigned PPE!!	
		Disinfect used and unnecessary infectious material directly or safely remove it for disinfection	
		Safe handling of infectious samples, sharps, contaminated linen and other materials	
		Safe handling and cleaning of spilled blood and other body fluids	
		Protection against infection: vaccination of persons in selected workplaces at higher risk of infection	
		Adherence to an anti-epidemic regime with a focus on preventing parenteral transmission	
		Regular training of healthcare staff and familiarisation with risks	
		Maintain safe procedures when handling biological material (always consider all biological material as infectious)	
		Observe the principles of injury prevention: do not touch eyes, nose, mucous membranes or skin with hands wearing medical gloves when working with biological material	
5. FIRE SAFETY			
5.1 Passability of escape routes	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Difficult evacuation and movement of people through escape routes in case of danger.	2	Escape routes (corridors, stairways, etc.) must be freely passable without obstructions (e.g. loose material, furniture, etc.) that would reduce the width of the escape route	133/1985, Fire Protection Act
5.2 Fire regulations, fire alarm guidelines and fire evacuation plans	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Increased risk of fire.	2	Fire alarm directives, fire evacuation plans and fire regulations shall be posted in the corridors.	133/1985, Fire Protection Act
5.3 Signposting of escape routes	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Difficult escape during evacuation.	2	There must be safety signs in the corridors of the building indicating the direction of escape of evacuees.	133/1985, , Fire Protection Act
5.4 Fire safety when using electrical appliances	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
The occurrence of fire when using electricity. Appliances.	**3**	When using electrical appliances, sufficient distances must be maintained to allow for the generation of radiant heat from the controlled electrical appliance 50 cm in the direction of radiation and 10 cm in other directions	378/2001, Government Regulation laying down detailed requirements for the safe operation and use of machinery, technical...
		The manufacturer's operating and maintenance instructions (or local operating safety code) must be available at the workplace for the electrical appliances used. Employees using the appliances must be demonstrably familiar with these instructions.	
5.5 Flammable solids	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**

Fire of flammable substances that occur in large quantities in all workplaces (wood, paper and other flammable substances)	2	Observe the prohibition of smoking and handling open flames, observe fire regulations	101/2005, Government Regulation on more detailed requirements for workplaces and working environments
		Elimination of ignition sources	
		Inspections of all workplaces	
5.6 Liquid flammable substances	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Explosion, fire of flammable liquids (disinfectants, etc.) and burns on contact with the body of the worker (this applies to cleaning service workers.	**3**	Store bottles of liquids safely and separately from oxidizing agents	101/2005, Government Regulation on more detailed requirements for workplaces and working environments
		In workplaces, store flammable substances in dedicated metal cabinets or racks	point 5
Careless handling near the source of ignition	2	Mark the storage location with a safety sign	
Spill	2	Do not transfer into unlabelled containers	
Failure to comply with safety and fire regulations during storage	2	Ensure that packages are tight; do not leave or move packages open	
Carelessness when handling open flames	2	All packaging must be marked with the flammability class, have material safety data sheets	
		No eating, drinking, smoking in the workplace	
		In the event of a spill, remove ignition sources and remove immediately	

6. PSYCHOLOGICAL STRESS			
6.1 Psychological stress	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Work pressure, stress, interpersonal relationships, lack of recognition, excessive workload, burnout	2	Finding a common solution superior vs subordinate	361/2007, Government Regulation laying down conditions for occupational health protection
		Ensuring a suitable working environment	79/2013, Decree on occupational health services and certain types of post-accident care
7. GUNS			
7.1 Possession and carrying of weapons	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Dangers arising from the possession and carrying of firearms and the conduct of target practice	3	Persons moving around the island must be equipped with a firearm for protection from bears. The weapon is to protect their lives. Weapons are stored and issued under strict regime measures by designated persons who hold firearms licences of the appropriate group according to Act No 119/202, Law on weapons and ammunition. Participants who do not hold a firearms licence are entrusted with weapons under the supervision of designated persons.	Rector's ordinances for the possession and carrying of weapons
			115/2014, Decree on the implementation of certain provisions of the Weapons Act

			119/2002, Act on Firearms and Ammunition
8. SAILING ON SHIPS AND BOATS			
8.1 Sailing on ships and boats	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Dangers arising from the operation of a ship, boat during research tasks	**2**	**When using the boat, boats during research tasks, there is a risk of capsizing, drowning in cold water. The use of life jackets is a must and due to the low water temperature (approx. 4 °C) immediate assistance (risk of cold). During the voyage, the participants of the expedition shall follow the regulations in force in the place. Participants using the boat must undergo training at the place of stay.**	112/2015, Decree on professional and medical competence of ship's crew members, certificates of competence, seaman's...
9. EXTRACURRICULAR ACTIVITIES			
9.1 Extracurricular activities	**RISK ASSESSMENT**	**REQUIREMENT OF SAFETY REGULATION OR MEASURE TO ELIMINATE THE RISK**	**REGULATION**
Injury or any other harm to the student (property, psychological) due to: 1) Not being informed about the event	**2**	**Event preparation: develop a detailed event plan that includes location, time, agenda, list of participants and responsible persons and secure approval from faculty leadership**	561/2004, School Act
2) Ignorance of the health and physical abilities of the participants.	**2**	**Before the event, ask those interested in the event if they can handle the event and also give them the opportunity during the event to say if their physical abilities and health will allow them to participate**	JKMPBOZzakudoPV.pdf, Ministry of Education of the Czech Republic
3) Failure to train the teaching staff and their duties	**2**	**Staff briefing: before the event, train all teaching staff on their duties and safety rules**	Microsoft Word - education in a nutshell.doc

4) Failure to educate students about their responsibilities	**2**	**Instructing students: instruct students on safety rules, risks and correct behaviour during the event. Ensure that students are instructed in a demonstrable way (e.g., with a signature sheet).**	
5) Injury	**2**	**First aid training. Having a first aid kit and the application of FIRE PROTECTION**	
6) Poor weather conditions	**2**	**For outdoor events, check the weather forecast for the time of the event**	
7) Missing contacts: inability to call for help in a crisis situation	**2**	**To transfer contacts between educators and students**	

Article 4

Final provisions

This ordinace shall enter into force and effect on the date of publication in the public section of the USB website.

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Rector

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