



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

Number: R 644

Date: 3 September 2026

Rector's ordinance on health and safety at work inspections in 2026

Article 1 Introductory provisions

In accordance with the provisions of Act No. 262/2006 (Section 108(5)), occupational health and safety inspections (hereinafter referred to as 'OHS inspections') shall be carried out at the faculties and other constituent parts of the University of South Bohemia in České Budějovice.

Article 2 Organisation and conduct of inspections

1. The heads of faculties and constituent parts of USB shall appoint committees to carry out the OSH inspections.
2. The committee shall consist of heads of units, representatives of the trade union organisation (or, where applicable, employee representatives for health and safety matters), and OSH and FP officers.
3. OHS inspections shall be carried out in accordance with the checklist: [OHS Checklist](#).
4. When carrying out inspections, particular attention must be paid to the specific problem areas listed in the Summary Report on the Results of the Annual OSH Inspection for 2025 (Annexe 1 to this ordinance), which is supplemented by other current areas.

Article 3 Outputs, deadlines and corrective measures

1. The committee shall draw up a report on the results of the OSH inspection, which shall contain specific proposals for rectifying the identified shortcomings, the designation of persons responsible for their rectification, and binding deadlines for rectification.
2. The original completed checklist and report shall be retained at the relevant workplace/constituent part of USB.
3. The chairpersons of the committees shall send a copy of the report and the checklist to the OSH&FP USB by 20 January 2027 at the latest.





This ordinance repeals Rector's Ordinance R 605 of 4 September 2025 on occupational health and safety inspections in 2025.

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Distribution list: USB management, deans of USB faculties, directors of non-faculty constituent parts, Human Resources Office of the USB Rectorate



Annexe No. 1

As part of the corrective measures, it is essential to focus in particular on the following areas:

- APW/ACJ training: Establish an occupational safety and health training process for staff carrying out one-off lecturing activities
- Medical supervision: Resume regular visits by the contracted occupational health doctor to units, particularly for work categories 2 and 3
- PPE records: Refine and maintain more rigorous records of the allocation of personal protective equipment
- First aid: Display a list of names or contact details of staff trained in first aid next to all first-aid kits
- On-the-job training: Ensure that employees receive verifiable training for specific work activities and keep a written record of this
- Stock management: Local operating procedures for any room designated as a storeroom were prepared
- External contractors: Strictly require and keep records of risk handover reports for every external company operating on the USB premises
- In accordance with the new Rector's Ordinance R642, review the system for inspecting electrical appliances

