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| Code:                           | RR/9/2020                                       |
| Category:                       | RECTOR'S DECREE                                 |
| Title:                          | Restriction of Employee Business Travel         |
| Liability:                      | Tomas Bata University in Zlín                   |
| Issue date:                     | 18 March 2020                                   |
| Effective:                      | 19 March 2020                                   |
| Issued by:                      | Prof. Ing. Vladimír Sedlařík, Ph.D., TBU Rector |
| Prepared by:                    |   |
| In cooperation with:            |   |
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| Distribution list:              | TBU Employees                                   |
| Signature of authorized person: | Prof. Ing. Vladimír Sedlařík, Ph.D. m.p.        |

## **PART ONE**

### **Article 1 Basic provisions**

Rector of Tomas Bata University in Zlín (hereinafter referred to as “TBU Rector”) has issued this internal regulation with regard to the increasing risks of spread of the COVID-19 disease, amending the Rector’s Decree No. 7/2020 and 8/2020.

## **PART TWO**

### **Article 2 Employee business travel**

TBU Rector hereby bans business travel for all employees of TBU. In exceptional cases of strategic importance, TBU Rector shall decide on the approval of a business trip.

## **PART THREE Final provisions**

This Decree also applies to business trips approved already and scheduled after 18 March 2020.

This Rector’s Decree is valid from 19 March 2020 onwards until further notice.